

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

REGULAR MEETING

April 6, 2022

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 Kelly 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; Kathaleen Beattie, Director of Student Services; David Ramie, Principal Jr.-Sr. High School; Joseph Folino, Assistant Principal Jr.-Sr. High School; Missie Nabinger, Principal Brownville Glen Park Elementary; Laurie Nohle, Principal Dexter Elementary; Joseph Watson, Director of Facilities; Michael Parobeck, Network Administrator; Davd Zembiec, JCIDA Director; Faculty, Staff, and Students

A. APPROVAL OF AGENDA

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

B. PRESENTATIONS - None

C. PUBLIC COMMENT REQUESTS – Thomas Orvis / Laura Primmer

D. CONSENT AGENDA

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

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 – Information was shared regarding the Virtual JLSBA Legislative Meeting. Information was provided regarding NYSED's *Every Student Succeeds Act* (ESSA); What it is / Why it matters / Board responsibilities to advance equity and access for all students.
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 – 2nd 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 10th, 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
 - 1st Reading – ***Policy #5322 (revised) – Mandatory Availability Use of Cell Phones***
10. Board Discussion/Action – Mr. Dave Zembiec, Director of the Jefferson County Industrial Agency provided an overview of the following projects and details of the PILOT agreement.

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 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:

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

The Resolution was thereupon duly adopted with a vote of 6-0.

EXHIBIT A
PROPOSED PILOT PAYMENT SCHEDULE WITH DISTRIBUTION AMOUNTS

11. Board Discussion/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:

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

The Resolution was thereupon duly adopted with a vote of 6-0.

**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
 Motion for approval by Albert Romano, Jr., seconded by Natalie Hurley, with motion approved 6-0.

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.**
 Motion for approval by Tiffany Orcesi, seconded by Jamie Lee, with motion approved 6-0.

14. Board Action – Approval is requested for the **Committee on Special Education Reports**
 Motion for approval by Sandra Klindt, seconded by Natalie Hurley, with motion approved 6-0.

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 took 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 3.34% increase in the tax levy, in an amount not to exceed \$25,994,591** and to raise the taxes therefore.

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

F. ITEMS FOR BOARD ACTION – PERSONNEL

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

17. Board Action – Retirements: none

18. Board Action – Resignations:

Name	Position	Effective Date
Randy Smith	Cleaner	04/08/2022

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	*\$54,165* (correction) annually, Step 8 (B+18)	4-Year probationary tenure appt. commencing 4/7/22	04/07/2022
William E. Shepard	Interim *Assistant* (correction) 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 motion for approval of the following PERSONNEL CHANGES, with *effective dates* as listed, is made by Natalie Hurley, seconded by Albert Romano, Jr., with motion approved 6-0.

(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 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

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

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

I. SUPERINTENDENTS’ REPORTS

22. Assistant Superintendent Smith provided a power-point presentation of the proposed spending plan.

23. Superintendent Case shared a power-point presentation regarding District Goals, data showing current status of student improvement, as well as sharing current strategies in use to address student behaviors. Superintendent Case also provided an update regarding the CFES Brilliant Pathways initiative, with Mr. Ramie providing additional details of the program.

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 Jefferson-Lewis BOCES 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. Motion for approval by Natalie Hurley, seconded by Albert Romano, Jr., with motion approved 6-0. Time 7:18 p.m.

Respectfully submitted:

Debra L. Bennett, District Clerk

*Supporting documents may be found in supplemental file dated April 6, 2022