

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

REGULAR MEETING  
July 1, 2022 following Organizational Meeting  
General Brown Room of the Jr.-Sr.High School.

Preliminary  
AGENDA

REGULAR MEETING

Immediately following the Organizational meeting

A. APPROVAL OF AGENDA

B. PRESENTATIONS – none

C. PUBLIC COMMENT REQUESTS – none

D. CONSENT AGENDA

1. Approval of Minutes as listed:
  - June 13, 2022 – Regular Meeting
2. Approval of Buildings and Grounds Requests as listed:
  - JSHS gymnasium – July 11-15, 2022 from 8:00 a.m. to 2:00 p.m. – Lyme Central School District Varsity Club – basketball clinic
  - JSHS weight room – July 30, 2022 from 8:30 a.m. to 1:00 p.m. – Lyme Central School District Varsity Club – cheerleading clinic
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 – May 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 - none

**Items for Board Information/Discussion**

3. Board Discussion – Policy Review
  - 1<sup>st</sup> Reading – ***Policy #5621 (as revised) – Accounting of Fixed Assets***
4. Board Discussion – Superintendent hiring process

**Items for Board Discussion / Action**

5. Board Action – ***BE IT RESOLVED***, that the General Brown Central School District Board of Education takes action to ***appoint Assistant Superintendent Lisa K. Smith as Clerk Pro-tem*** in the event of the absence of the District Clerk.
6. Board Discussion / Action – Approval of ***Jefferson-Lewis School Boards Association dues*** for the period of July 1, 2022 to June 30, 2023 in the amount of \$470, based on current enrollment. (2021-2022: \$370).
7. Board Discussion / Action - Election of delegate and alternate members for the ***Executive Committee and Legislative Representative of Jefferson-Lewis School Boards Association for the 2022-2023 school year***. (2021-2022: Albert Romano as Delegate; Natalie Hurley as Legislative Representative, and Jamie Lee as Alternate)
8. Board Action – Approval is requested for the ***Committee on Special Education Reports***

F. ITEMS FOR BOARD ACTION – PERSONNEL

9. Board Action – Approval is requested to increase one 10-month typist position to 12-months, effective August 1, 2022.

10. 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 the following ***Substitute Teacher Rates for the 2022-2023 school year effective September 1, 2022:***

	Current Rate 2021-2022	Proposed Daily Rate 2022-2023
Non-Certified	\$90	\$95
Bachelor’s/Non-Certified	\$100	\$105
Certified	\$110	\$120
Long-term (4 weeks +)	\$140	\$150

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

11. Board Action – Retirements:

Name	Position	Effective Date
James P. Nevers	Food Service Director	09/01/2022

12. Board Action – Resignations:

Name	Position	Effective Date
Laurie Nohle	Principal	06/30/2022

13. Board Action – Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if appl.)	Effective Date
Chen Jiang	Teacher Assistant Level 1	\$20,500 annually Step 1	4-year probationary appt. in the tenure area of Teacher Assistant	09/01/2022
Ashleigh A. McKinney	Special Education Teacher	\$52,315 annually Step 3 (M)	4-year probationary appt. in the tenure area of Special Education	09/01/2022
Olivia J. Brooker	Special Education Teacher	\$49,415 annually Step 3 (B)	4-year probationary appt. in the tenure area of Special Education	09/01/2022
Tracy A. Strock	Mathematics Teacher	\$75,015 annually Step 22 (M+30)	3-year probationary appt. in the Tenure area of Mathematics	09/01/2022
Andrew R. Derouin	Mathematics Teacher	\$53,365 annually Step 4 (M)	4-year probationary appt. in the tenure area of Mathematics	09/01/2022

**H. 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:

- Ashleigh A. McKinney - Teacher
- Olivia J. Brooker – Teacher
- Tracy A. Strock – Teacher

**I. SUPERINTENDENTS’ REPORTS – none**

**J. CORRESPONDENCE LOG**

15. Correspondence Log

**K. ITEMS FOR NEXT MEETING**

16. **Monday – August 8, 2022 – Regular Meeting** will begin at 5:30 p.m. in the *General Brown Room* of the JSHS

**L. PROPOSED EXECUTIVE SESSION #1**

17. **A motion is requested to enter executive session** for the discussion of two specific legal matters.

**RETURN TO OPEN SESSION**

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

19. Tentative Board Action –

20. Tentative Board Action –

**M. PROPOSED EXECUTIVE SESSION #2**

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

**RETURN TO OPEN SESSION**

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

**N. MOTION FOR ADJOURNMENT**

23. **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

June 13, 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; Jason Reynolds

**OTHERS PRESENT** – Barbara J. Case, Superintendent; Lisa K. Smith, Assistant Superintendent; David Ramie, Principal Jr.-Sr. High School; Joseph Folino, Assistant Principal Jr.-Sr. High School; Michael Parobeck, Network Administrator; Joseph Watson, Director of Facilities; William Shepard, Interim Assistant Transportation Director; Faculty; Students; Community and Family members

District Clerk administered the ***Oath of Faithful Performance in Office*** to Mr. Jason Reynolds, who was elected to the Board of Education on May 17, 2022. Mr. Reynolds was elected to serve a one-year term of office which will expire on June 30, 2023.

**A. APPROVAL OF AGENDA**

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

**B. BOARD ACTION – PERSONNEL – Tenure**

1. Board Action – ***BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the General Brown Central School District hereby takes action to grant tenure to the following individuals:***

- **Andrea Swan** in the tenure area of School Counselor, effective August 26, 2022
- **Maria Mesires** in the tenure area of Science, effective September 1, 2022
- **Julia Nieves-Soto** in the tenure area of Language, effective September 1, 2022
- **Julie Shaver** in the tenure area of Reading, effective September 1, 2022
- **Melissa Ruscio** in the tenure area of Science, effective September 1, 2022
- **Wendy Johnson** in the tenure area of Teacher Assistant, effective September 11, 2022

Motion for approval by Jamie Lee, seconded by Jason Reynolds, with motion approved 7-0.

**C. TENURE CELEBRATION & BOARD MEMBER SERVICE RECOGNITION**

Jefferson-Lewis School Boards Association and the General Brown School District Community would like to honor Dr. Sandra Young Klindt for nine years of dedicated service to the students and school community as a Board Member of the General Brown Central School District. Dr. Klindt continues to serve as a Jefferson-Lewis BOCES Board of Education member. The Board took a short recess to celebrate with those who have been awarded tenure, and to congratulate Dr. Klindt. Thank you to the family members who are also in attendance this evening to share in these achievements.

— The Board resumed the meeting at 5:46 p.m.

**D. AUDIT COMMITTEE MEETING** – (See Audit Meeting agenda)

**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, Internal Claims Auditor.

Motion for approval by Sandra Young Klindt, seconded by Natalie Hurley, with motion approved 7-0.

— Regular agenda continued

**E. PRESENTATIONS** – *General Brown Mental Health Survey* results presented by Ms. St. Pierre's Statistics class. They provided very important comment and data for the Board and Administration.

**F. PUBLIC COMMENT REQUESTS** – No requests

**G. 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 Natalie Hurley, with motion approved 7-0.

1. Approval of Minutes as listed:
  - May 9, 2022 – Regular Meeting (with correction)
  - May 9, 2022 – Annual Meeting / Budget Hearing
  - May 17, 2022 – Annual Budget Vote / Board of Education Election
2. Approval of Buildings and Grounds Requests as listed:
  - BGP restrooms – June 4, 2022 from 5:00 p.m. to 7:30 p.m. – General Brown Weekend Committee – restrooms for parade participants
  - JSHS auditorium / music room / GB room – March 9, 2023 (March 14, 2023 snow date) from 6:00 p.m. to 9:00 p.m. – Jefferson-Lewis BOCES Regional Spelling Bee
3. Approval of Conferences and Workshops as listed:
  - Lisa K. Smith – ASBO Conference 2022 Education Summit – June 5-8, 2022 – Saratoga Springs, NY
4. Approval of Conferences and Workshops as per *My Learning Plan Report*
5. Approval of Financial Reports / Warrants – April 2022

**H. 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 from the JLSBA annual meeting, as well as reflections of a visit to an elementary classroom.
2. Staff Member Reports

**Items for Board Information/Discussion**

3. Board Information – 23 students have been hired as summer workers.

**Items for Board Discussion / Action**

4. Board Action – Approval is requested to excess the attached equipment listing as surplus / obsolete / unusable as per Board of Education Policy #5250.  
Motion for approval by Albert Romano, seconded by Jamie Lee, with motion approved 7-0.
5. Board Action – Approval is requested for the renewal of membership to **the New York State School Boards Association** for the year beginning July 1, 2022 to June 30, 2023 in the amount of \$7778. (unchanged from current year)  
Motion for approval by Jason Reynolds, seconded by Tiffany Orcesi, with motion approved 7-0.
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 - \$140,000
  - Capital Reserve - \$1,300,000
 Motion for approval by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 7-0
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 and the inter-fund transfer of \$8,000 from debt service**.  
Motion for approval by Tiffany Orcesi, seconded by Albert Romano, with motion approved 7-0.
8. Board Action – Approval is requested to **amend the 2022-2023 District and 10-Month Staff Calendars** by adding Friday, December 23, 2022 to the holiday recess.  
Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 7-0.
9. Board Action – Approval is requested for the **Committee on Special Education Reports**  
Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 7-0

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

10. Board Action - **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, approval is requested for the **Management/Confidential salary increases for the 2022-2023 school year**, in an amount *not* to exceed \$29,000 to be distributed by the Superintendent of Schools to eligible employees.

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

**J. ITEMS FOR BOARD ACTION – PERSONNEL continued**

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

11. Board Action – Retirements:

Name	Position	Effective Date
Debra L. Bennett	Secretary to Superintendent of Schools	09/02/2022

12. Board Action – Resignations:

Name	Position	Effective Date
Bruce Matthews	Bus Driver / Substitute Cleaner	05/20/2022
Kathaleen Beattie	Director of Student Services	07/08/2022
Katelyn Longamore	Mathematics Teacher	07/14/2022
Barbara J. Case	Superintendent of Schools	07/31/2022
Elizabeth Stephens	Technology Education Teacher	08/31/2022
Terry Crump	6-Hour Food Service Helper	08/31/2022
Molly Hall	Elementary Teacher	08/31/2022
Dr. Robert Jaspersohn	Science Teacher	08/31/2022
Paul M. Mendez	School Safety Officer	07/01/2022

13. Board Action – Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if appl.)	Effective Date
Lauren P. Devine	Substitute Teacher	\$95 per day	n/a	Emergency appointment effective: 05/12/2022
Avairee S. McConnell	Substitute Teacher Substitute Aide	\$95 per day \$13.20 per hour	n/a	Emergency appointment effective: 05/12/2022
Amy A. Scott	Assistant Principal	\$83,000 annually (M+)	4-year probationary tenure appt. as School District Admin.	07/01/2022
Elizabeth Hardy	6-Hour Food Service Helper (from 5-Hour FSH)	hourly rate unchanged	n/a	07/01/2022
Krista Fein	4-Hour Cashier (from 3-Hour Cashier)	hourly rate unchanged	n/a	07/01/2022
Scott E. Elliott	Elementary Teacher	\$50,215 annually Step 1 (M)	4-year probationary appt. in the tenure area of Elem. Edu.	09/01/2022
Lisa Leubner	Secretary to Superintendent	\$55,000 annually	n/a	09/03/2022
Debra L. Bennett	0.5 Typist	salary unchanged (prorated)	n/a	09/03/2022
Laurie A. Quencer	Substitute Nurse	\$20.45 per hour	n/a	Emergency appointment effective: 06/10/2022
Louis J. Ingrassia III	Elementary Teacher	\$52,315 annually Step 3 (MB+42)	4-year probationary appt. in the tenure area of Elem. Edu.	09/01/2022

Delaney M. Eveleigh	Elementary Teacher	\$47,515 annually Step 1 (B)	4-year probationary appt. in the tenure area of Elem. Edu.	09/01/2022
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**K. 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:

- **Lauren P. Devine** – Substitute Teacher
- **Avairee S. Mc Connell** – Substitute Teacher
- **Amy A. Scott** - Administrator
- **Scott E. Elliott** – Teacher
- **Laurie A. Quencer** – Substitute Nurse
- **Louis J. Ingrassia III** – Teacher
- **Delaney M. Eveleigh** – Teacher

Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 7-0.

**L. SUPERINTENDENTS’ REPORTS**

15. Assistant Superintendent Smith shared information regarding our 5-year building condition plan and the time-frame for the next capital projects. An increase in substitute teacher rates will be on the July agenda for Board approval to keep pace with regional rates.
16. Superintendent Case shared information regarding the success of providing balance bikes and training for elementary students. Mrs. Case also shared details of recent lock-down drills at the elementary buildings, and expressed the necessity of preparation.

**M. CORRESPONDENCE & UPCOMING EVENTS**

17. Correspondence Log

**N. ITEMS FOR NEXT MEETING**

18. **July 1, 2022 (Friday) – Annual Organizational Meeting will begin at 7:00 a.m. in the General Brown Room** of the Jr.-Sr. High School, and will be immediately followed by the **Regular Monthly Meeting**.

**O. PROPOSED EXECUTIVE SESSION**

19. **A motion is requested to enter executive session** for the discussion of the performance history of two particular individuals. Motion for approval by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 7-0. Time 6:41 p.m.

— Mrs. Bennett was excused from the meeting. The following motions were provided by Barbara J. Case, Clerk Pro-Tem.

**P. RETURN TO OPEN SESSION**

20. **A motion is requested to adjourn the executive session** and reconvene the regular meeting. Motion for approval by Tiffany Orcesi, seconded by Sandra Klindt, with motion approved 7-0. Time 8:30 p.m.

**Q. MOTION FOR ADJOURNMENT**

21. **There being no further business or discussion**, a motion is requested adjourn the regular meeting. Motion for approval by Sandra Klindt, seconded by Tiffany Orcesi, with motion approved 7-0. Time 8:31 p.m.

Respectfully submitted:

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Debra L. Bennett, District Clerk

- Additional information may be found in supplemental file dated June 14, 2022

My Learning Plan Report for BOE approval  
July 1, 2022

Building_Name	Last_First_Name	Activity_Title	Start_Date	End_Date
BGP	Beagle, Kathryn	Effective Teaching Level 1	8/22/2022	8/26/2022
BGP	BUCHER, MARY	Effective Teaching Level 2	8/23/2022	8/25/2022
DISTRICT OFFICE	CASE, BARBARA	NYSCOSS Summer Retreat	6/29/2022	6/30/2022
BGP	DAVIS, LINDSEY	RESPONSIVE CLASSROOM&reg; - Elementary Core 4-Day Course	7/26/2022	7/29/2022
DEXTER	DAVIS, LINDSEY	RESPONSIVE CLASSROOM&reg; - Elementary Core 4-Day Course	7/26/2022	7/29/2022
BGP	DAVIS, LINDSEY	Effective Teaching Level 2	8/23/2022	8/25/2022
DEXTER	DAVIS, LINDSEY	Effective Teaching Level 2	8/23/2022	8/25/2022
BGP	Farrell, Ericka	Effective Teaching Level 1	8/22/2022	8/26/2022
JR-SR HS	Folino, Joseph	Lead Evaluator Recertification - In-person Workshop	7/13/2022	7/13/2022
BGP	HARDWICK, NANCY	Effective Teaching Level 2	8/23/2022	8/25/2022
DEXTER	HARDWICK, NANCY	Effective Teaching Level 2	8/23/2022	8/25/2022
JR-SR HS	Krempl, Kenneth	Effective Teaching Level 1	8/22/2022	8/26/2022
JR-SR HS	LASAGE, CARRIE	21st Century Learners and Digital Citizenship	7/19/2022	7/19/2022
DEXTER	LOTHROP, ASHLEY	RESPONSIVE CLASSROOM&reg; - Elementary Core 4-Day Course	7/26/2022	7/29/2022
DEXTER	LOTHROP, ASHLEY	Effective Teaching Level 2	8/23/2022	8/25/2022
DEXTER	Mehaffy, Angela	Effective Teaching Level 1	8/22/2022	8/26/2022
JR-SR HS	Nieves-Soto, Julia	World Language: Implementation of Revised Standards and Aligned Assessments	7/19/2022	7/27/2022
JR-SR HS	Nieves-Soto, Julia	Effective Teaching Level 2	8/23/2022	8/25/2022
DEXTER	Nohle, Laurie	Management for Administrators	9/27/2022	9/28/2022
JR-SR HS	NORTZ, BRIAN	Effective Teaching Level 2	8/23/2022	8/25/2022
JR-SR HS	Nortz, Nicholas	Effective Teaching Level 1	8/22/2022	8/26/2022
DEXTER	NORTZ, TRICIA	Effective Teaching Level 2	8/23/2022	8/25/2022
BGP	Orcesi, Mauro	RESPONSIVE CLASSROOM&reg; - Elementary Core 4-Day Course	7/26/2022	7/29/2022
BGP	Orcesi, Mauro	Effective Teaching Level 2	8/23/2022	8/25/2022
JR-SR HS	RAMIE, DAVID	Secondary Principals Meeting	6/14/2022	6/14/2022
JR-SR HS	RAMIE, DAVID	Lead Evaluator Recertification - In-person Workshop	7/13/2022	7/13/2022
DEXTER	Rawleigh, Shelly	Effective Teaching Level 1	8/22/2022	8/26/2022
DEXTER	Skipper, Rachel	Effective Teaching Level 1	8/22/2022	8/26/2022
BGP	Tibbles, Kelsey	21st Century Learners and Digital Citizenship	7/19/2022	7/19/2022
BGP	Tibbles, Kelsey	Academic Screening & Class-Wide Intervention After Pandemic-Related Learning Loss	7/20/2022	7/20/2022
BGP	Tibbles, Kelsey	RESPONSIVE CLASSROOM&reg; - Elementary Core 4-Day Course	7/26/2022	7/29/2022
BGP	Tibbles, Kelsey	Effective Teaching Level 2	8/23/2022	8/25/2022
JR-SR HS	Yerdon, Alexiah	Effective Teaching Level 1	8/22/2022	8/26/2022



My Learning Plan Report for BOE approval  
July 1, 2022

## ACCOUNTING OF FIXED ASSETS

The School Business Administrator shall be responsible for accounting for general fixed assets according to the procedures outlined by the Uniform System of Accounts for School Districts and GASB Statement 34 Regulations.

These accounts will serve to:

- a) Maintain a physical inventory of assets;
- b) Establish accountability;
- c) Determine replacement costs; and
- d) Provide appropriate insurance coverage.

Fixed assets with a minimum value established by the Board that have a useful life of one (1) year or more and physical characteristics not appreciably affected by use or consumption shall be inventoried and recorded on an annual basis. Fixed assets shall include land, buildings, equipment and materials.

Fixed assets are reported at actual cost. Donated assets are reported at estimated fair market value at the time received. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Capitalization thresholds (the dollar value above which asset acquisitions are added to the Fixed Asset inventory), depreciation methods, and estimated useful lives of fixed assets reported areas follow:

	<u>Capitalization Threshold</u>	<u>Depreciation Method</u>	<u>Estimated Useful Life</u>
Buildings and Improvements	\$25,000	Straight-line	50 years
Furniture and Equipment	<del>\$3,000</del> <u>5,000</u>	Straight-line	5-20 years

Fixed assets acquired having a value equal to or greater than the established threshold are considered depreciable assets and shall be inventoried for the purposes of GASB 34 accounting practices and placed on a depreciation schedule according to its asset class and estimated useful life as stipulated by the NY State Comptroller's Office or the IRS.

Assets shall be recorded at initial cost or, if not available, at estimated initial cost; gifts of fixed assets shall be recorded at estimated fair value at the time of the gift. A property record will be maintained for each asset and will contain, where possible, the following information:

- a) Date of acquisition;
- b) Description;

POLICY

NON-INSTRUCTIONAL BUSINESS

5621

ACCOUNTING OF FIXED ASSETS

- c) Cost or value;
- d) Location;
- e) Asset type;
- f) Estimated useful life;
- g) Replacement cost;
- h) Current value;
- i) Salvage value;
- j) Date and method of disposition; and
- k) Responsible official.

The School Business Administrator shall arrange for the annual inventory and appraisal of School District property, equipment and material. Any discrepancies between an inventory and the District's property records on file should be traced and explained.

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General Brown Central School District  
Adopted: 5/10/10  
Revised: \_\_\_\_\_