

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