

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

REGULAR MEETING
May 9, 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.

Preliminary
AGENDA

REGULAR MEETING – 5:30 P.M.

Call to Order – Pledge of Allegiance

A. APPROVAL OF AGENDA

B. PRESENTATIONS – None

C. PUBLIC COMMENT REQUESTS – Jason Hamilton – Daniel Hodge – Natalie Sheen

D. CONSENT AGENDA

1. Approval of Minutes as listed:
 - April 6, 2022 – Regular Meeting
 - April 28, 2022 – Special Meeting
2. Approval of Buildings and Grounds Requests as listed:
 - BGP athletic field – April 18-June 21, 2022 from 5:00 p.m. to 8:00 p.m. various dates/times – Lady Lions / Girls' Youth Lacrosse
 - DEX athletic field – April 19-July 5, 2022 Tuesdays & Thursdays from 6:00 p.m. to 7:30 p.m. – Boys' Youth Lacrosse
 - JSBS parking lot – May 7, 2022 from 1:00 p.m. to 2:00 p.m. – Fitzgerald family
 - JSBS auditorium – May 19-20, 2022 from 3:00 p.m. to 9:00 p.m. – Watertown YMCA – Dance recital
3. Approval of Conferences and Workshops as listed
 - Kelly Milkowich – NYSSBA Live Virtual Superintendent Evaluation Workshop – April 22, 2022
 - Tiffany Orcesi – NYSSBA Live Virtual Superintendent Evaluation Workshop – April 22, 2022
 - Barbara J. Case – JLSBA Annual Dinner Meeting – May 16, 2022 – Lowville, NY
 - Lisa K. Smith – JLSBA Annual Dinner Meeting – May 16, 2022 – Lowville, NY
 - Sandra Young Klindt – JLSBA Annual Dinner Meeting – May 16, 2022 – Lowville, NY
 - Natalie Hurley – JLSBA Annual Dinner Meeting – May 16, 2022 – Lowville, NY
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 – Results of voting held on Thursday, April 28, 2022 for the 2022-2023 Administrative Budget of the Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES, and the election of three members to the Jefferson-Lewis BOCES Board of Education:
 - Approval of the 2022-2023 Administrative Budget Voting Yes: 18 / Voting No: 0
 - Members elected to serve three year terms of office to commence July 1, 2022:
 - Ms. Jennifer L. Jones Votes received - 18
 - Mr. Michael J. Kramer Votes received - 18
4. Board Information – NYSSBA Resolution Kit and Survey Results 2022

5. Board Information - Preliminary tenure appointment recommendations are being made, with Board approval scheduled for the June 13, 2022 meeting. At that time the Board of Education will celebrate with those being awarded tenure, as well as family members who will be invited to share in the achievements of our faculty members. We will adjourn to the lobby to share refreshments and celebration.

Items for Board Discussion / Action

6. Board Action – Policy Adoption
 - 2nd Reading / Adoption – ***Policy #5322 (as revised) – Mandatory Availability of Cell Phones***
7. 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 ***Inter-Municipal Cooperation Agreement for Legal Services*** through Jefferson-Lewis BOCES, in the amount of \$24,500 for the period of July 1, 2022 to June 30, 2023, and authorizes the Superintendent of Schools to execute the contract.
8. 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 ***Hearing Officer Services*** through the Office of Inter-Municipal Legal Services at Jefferson-Lewis BOCES, in the amount of \$3,700 for the period of July 1, 2022 to June 30, 2023, to be billed through an approved CoSer subject to State aids reimbursement rates, and authorizes the Superintendent of Schools to execute the contract.
9. Board Action – Approval is requested to accept a ***donation from the Northern New York Community Foundation / Safe Schools Endeavor grant*** in the amount of \$1250.
10. Board Action – Approval is requested for the ***General Brown Central School District to combine with the Immaculate Heart Central School District, (as host)***, for the purpose of athletic competition, pending the approval of NYSPHSAA Section III, to compete in the sport of ***Boys’ Hockey*** at the Varsity level for the ***2022-2023 school year, provided COVID-19 restrictions are conducive to this request.***
11. Board Action – Approval is requested for ***Aurora Jarvie and Sage Davies*** to participate ***with the South Jefferson Central School District Swim Team for the 2022-2023 season,*** contingent upon the 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.***
12. Board Action – Adoption of the following ***Resolution for Lead Evaluator of Principals:***
WHEREAS, the Board of Education has been provided evidence that the following have completed training which meets the requirements of 8 NYCRR 30-2.9 and the General Brown Central School District Annual Professional Performance Review Plan for certification as ***Lead Evaluator of Principals***, therefore, ***BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the following be certified as Lead Evaluator of Principals:***
 - Barbara J. Case (4/27/2022)
 - Lisa K. Smith (4/27/2022)
13. Board Action – Approval is requested for the ***Committee on Special Education Reports***

F. ITEMS FOR BOARD ACTION – PERSONNEL

14. 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 appointment of ***Paul Mendez, as School Resource Officer,*** effective July 1, 2022, at an annual salary of \$35,000 as per agreement.
15. 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 enter into an agreement with ***Paul Mendez,*** to serve as the District’s ***School Resource Officer,*** and that the Board of Education authorizes Mr. Mendez to carry a firearm while on duty, and that this Resolution shall serve as written authorization to do the same.

G. ITEMS FOR BOARD ACTION – PERSONNEL continued

16. Board Action – Retirements:

Name	Position	Effective Date

17. Board Action – Resignations:

Name	Position	Effective Date
Amber Buckingham	Teacher Aide	April 27, 2022
Melissa Schillinger	5-Hour Food Service Helper	June 25, 2022

18. Board Action – Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if appl.)	Effective Date
Rachel M. Skipper	Elementary Teacher	Salary correction: "\$54,165" annually	unchanged	unchanged
William E. Shepard	Correction: Interim "Assistant" Transportation Director	unchanged	n/a	unchanged
Julie S. Grieco	Substitute Teacher Aide	\$13.20 per hour	n/a	Emergency appointment effective: 04/28/2022
James A. Beyor	Head Custodian	\$21.10 per hour	Provisional appointment	Emergency appointment effective: 05/02/2022
Quinn K. Peters	Cleaner	\$13.20 per hour	n/a	Emergency appointment Effective: 05/03/2022
Marina Spadaccini	Teacher Aide	\$13.20 per hour	n/a	May 10, 2022
Melissa L. Watson	Substitute Teacher Substitute Teacher Aide	\$95 per day \$13.20 per hour	n/a	May 10, 2022
Kimberlee M. Matraw	Substitute Teacher	\$95 per day	n/a	May 10, 2022
Christopher M. Snider	Cleaner	\$13.50 per hour	n/a	May 24, 2022
Melissa Schillinger	Substitute Food Service Helper	\$13.20 per hour	n/a	September 1, 2022

H. ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE

19. 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:

- **Julie S. Grieco** – Substitute Teacher Aide
- **James A. Beyor** - Custodial
- **Melissa L. (Shoemaker) Watson** – Substitute Teacher
- **Quinn K. Peters** – Custodial
- **Christopher M. Snider** – Custodial
- **Kimberlee M. Matraw** – Substitute Teacher

I. SUPERINTENDENTS' REPORTS

- 20. Assistant Superintendent Smith
- 21. Superintendent Case

J. CORRESPONDENCE & UPCOMING EVENTS

- 22. Correspondence Log

K. ITEMS FOR NEXT MEETING

- 23. **Tuesday – May 17, 2022 - Annual Budget Vote/Election** will be held in the gymnasium of the Jr.-Sr. High School – Noon-8 PM
- 24. **Monday – June 13, 2022 – Regular Meeting** will begin at 5:30 p.m. in the auditorium of the Jr.-Sr. High School

L. MOTION FOR ADJOURNMENT for Annual Meeting / Budget Hearing at 6:00 p.m. [if necessary]

- 25. A motion is requested to adjourn the regular meeting to begin the Annual Meeting.
The regular meeting will reconvene immediately following the Budget Hearing.

M. PROPOSED EXECUTIVE SESSION

- 26. **A motion is requested to enter executive session** for the discussion of the performance history of eight individuals.

N. RETURN TO OPEN SESSION

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

O. 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.

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

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

SPECIAL MEETING
Wednesday, April 28, 2022
The Board will meet via WebEx beginning at 7:00 AM

Unapproved
MINUTES

SPECIAL MEETING – The meeting was called to order at 7:00 a.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; Michael Parobeck, Network Administrator; Debra L. Bennett, District Clerk

A. APPROVAL OF AGENDA

Motion for approval by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 6-0.

B. AGENDA

ITEMS FOR BOARD DISCUSSION / ACTION

1. Board Discussion / Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to (approve or disapprove) the proposed **2022-2023 Administrative Budget** for the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services as mailed to component districts and presented at the BOCES Annual Meeting on April 6, 2022.

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

2. Board Discussion / Action - Voting for the election of members to the Jefferson-Lewis (BOCES) Board of Cooperative Education Services. Three (3) vacancies exist, and two (2) candidates have been nominated to fill these vacancies for three-year terms from July 1, 2022 through June 30, 2025.

The two candidates receiving the highest number of votes will be elected to three-year terms.

- ❖ Is there a motion to cast one vote for **Jennifer L. Jones of Beaver River Central School District**, to fill one vacancy on the BOCES Board of Education? Yes, Sandra Klindt, Albert Romano
- ❖ Is there a motion to cast one vote for **Mr. Michael J. Kramer of Adirondack Central School District**, to fill one vacancy on the BOCES Board of Education? Yes, Tiffany Orcesi, Jamie Lee

THEREFORE, BE IT RESOLVED that the General Brown Central School District Board of Education directs the District Clerk to cast one ballot for each vacancy on its behalf for the candidates above receiving the most votes.

Therefore, the following nominees will receive one vote each:

- ❖ Jennifer L. Jones of Beaver River CSD
- ❖ Michael J. Kramer of Adirondack CSD

Motion for approval by Albert Romano, seconded by Sandra Young Klindt, with motion is approved 6-0.

3. Board Action - Approval is requested for the **2022-2023 Property Tax Report Card**

Motion for approval by Natalie Hurley, seconded by Tiffany Orcesi, with motion is approved 6-0.

C. ADJOURNMENT OF SPECIAL MEETING

There being no further business or discussion, a motion is requested to adjourn the special meeting.

Motion for approval by Tiffany Orcesi, seconded by Jamie Lee, with the motion approved 6-0. Time: 7:05 a.m.

Respectfully submitted:

Debra L. Bennett, District Clerk

*Supporting documents may be found in supplemental file dated April 28, 2022

ReportResults

My Learning Plan Report-BOE approval May 9, 2022

Building_Name	Last_First_Name	Activity_Title	Start_Date	End_Date
BGP	AUMELL, EMILY	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
BGP	Beagle, Kathryn	safeTALK: Suicide Alertness for Everyone	5/13/2022	5/13/2022
DISTRICT OFFICE	Beattie, Kathaleen	Fundamentals of Equity	7/13/2021	7/13/2021
DISTRICT OFFICE	Beattie, Kathaleen	CSE Chairperson Training (Virtual Offering)	7/20/2021	7/21/2021
DISTRICT OFFICE	Beattie, Kathaleen	What Does it Mean to be Culturally Responsive?	7/22/2021	7/22/2021
DISTRICT OFFICE	Beattie, Kathaleen	Grading for Equity Book Study	8/12/2021	8/19/2021
DISTRICT OFFICE	Beattie, Kathaleen	Instructional Technology Leadership Training	9/2/2021	9/2/2021
DISTRICT OFFICE	Beattie, Kathaleen	Addressing the Unseen Impacts of COVID-19	4/5/2022	4/5/2022
DISTRICT OFFICE	Beattie, Kathaleen	ONLINE: ELL Program Administrators Meeting (4)	5/17/2022	5/17/2022
BGP	BUCHER, MARY	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
BGP	Burns, Carlee	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
BGP	CANTWELL, KELLY	The Science of Reading: Foundational Knowledge and Skills Series	8/30/2021	8/31/2021
BGP	CANTWELL, KELLY	Effective Strategies for All Classrooms: January 24 - January 31	1/24/2022	1/24/2022
BGP	CANTWELL, KELLY	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
DISTRICT OFFICE	CASE, BARBARA	LEAF Board of Directors and NYSCOSS House of Delegates Meetings	5/4/2022	5/5/2022
DEXTER	Clafin, Georgianna	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
BGP	COMINS, LORRAINE	General Brown - SDI Work	9/2/2021	9/2/2021
BGP	COMINS, LORRAINE	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
JR-SR HS	CROSBY, KAREN	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
JR-SR HS	CUDDEBACK, MARJORIE	Educators Helping Educators - Recorded Sessions for You	10/12/2021	10/12/2021
JR-SR HS	DETTMER, SABRINA	Effective Feedback for Strengthening Student Learning: 10/18 - 10/25	10/18/2021	10/18/2021
JR-SR HS	DETTMER, SABRINA	The 7 Habits of Highly Effective People: 11/8/21 - 11/22/21	11/8/2021	11/8/2021
JR-SR HS	DETTMER, SABRINA	Gender and Sexuality Alliance Club Advisors Meeting	5/12/2022	5/12/2022
DEXTER	DILLABOUGH, TASHA	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
DEXTER	DUPEE, KRISTA	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
BGP	FAHEY, KELLEY	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
DISTRICT OFFICE	FLATH, REBECCA	Financial User Group: Calendar Year End Processing - Part 1	11/8/2021	11/8/2021
JR-SR HS	Folino, Joseph	Mandatory NYSPHSAA Athletic Director Meeting	8/25/2021	8/25/2021
JR-SR HS	Folino, Joseph	Secondary Principals Meeting	11/9/2021	11/9/2021
JR-SR HS	Folino, Joseph	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
JR-SR HS	Folino, Joseph	Lead Evaluator Recertification - In-person Workshop	7/13/2022	7/13/2022
BGP	Foss, Kimberly	Back to School with Sora	10/14/2021	10/14/2021
DEXTER	Foss, Kimberly	Back to School with Sora	10/14/2021	10/14/2021
DEXTER	Foss, Kimberly	Virtual OPALS User Group	5/4/2022	5/4/2022
BGP	Foss, Kimberly	Virtual OPALS User Group	5/4/2022	5/4/2022
DEXTER	Gerstenschlager, Jenna	General Brown - SDI Work	9/2/2021	9/2/2021
DEXTER	Gerstenschlager, Jenna	Effective Teaching Level 1	3/1/2022	4/19/2022

ReportResults

JR-SR HS	GRIMM, BRIDGET	North Country Brilliant Pathways	4/7/2022	4/7/2022
BGP	HARDWICK, NANCY	Developing and Strengthening Teacher and Student Relationships: 9/27/21 -	9/27/2021	9/27/2021
DEXTER	HARDWICK, NANCY	Developing and Strengthening Teacher and Student Relationships: 9/27/21 -	9/27/2021	9/27/2021
BGP	HARDWICK, NANCY	Developing Engaging Tasks to Support Student Empowerment: 10/4 - 10/18	10/4/2021	10/4/2021
DEXTER	HARDWICK, NANCY	Developing Engaging Tasks to Support Student Empowerment: 10/4 - 10/18	10/4/2021	10/4/2021
DEXTER	HARDWICK, NANCY	Using Social Emotional Apps for SEL	10/21/2021	10/21/2021
BGP	HARDWICK, NANCY	Using Social Emotional Apps for SEL	10/21/2021	10/21/2021
DEXTER	HARDWICK, NANCY	OurStoryBridge: Connecting the Past and the Present	10/27/2021	10/27/2021
BGP	HARDWICK, NANCY	OurStoryBridge: Connecting the Past and the Present	10/27/2021	10/27/2021
BGP	HARDWICK, NANCY	Effective Strategies for All Classrooms: January 24 - January 31	1/24/2022	1/24/2022
DEXTER	HARDWICK, NANCY	Effective Strategies for All Classrooms: January 24 - January 31	1/24/2022	1/24/2022
DEXTER	HARDWICK, NANCY	Effective Teaching Level 1	3/1/2022	4/19/2022
BGP	HARDWICK, NANCY	Effective Teaching Level 1	3/1/2022	4/19/2022
BGP	HARDWICK, NANCY	Virtual OPALS User Group	5/4/2022	5/4/2022
DEXTER	HARDWICK, NANCY	Virtual OPALS User Group	5/4/2022	5/4/2022
DEXTER	HARDWICK, NANCY	Collection, Selection, and Objection (Remote Attendance ONLY) Friday, May	5/13/2022	5/13/2022
BGP	HARDWICK, NANCY	Collection, Selection, and Objection (Remote Attendance ONLY) Friday, May	5/13/2022	5/13/2022
DEXTER	HARTLE, MICHAEL	Introduction to the New Physical Education Standards	9/29/2021	9/29/2021
BGP	Heath, Lindsey	PBIS Tier 1 Training	3/7/2022	5/2/2022
BGP	Heath, Lindsey	CPI ICP Blended	5/10/2022	5/12/2022
BGP	Heath, Lindsey	Regional School Social Worker Meeting	5/19/2022	5/19/2022
JR-SR HS	JENNER, PHILIP	CTE Applied Academics Day at Bohlen Technical Center	2/8/2022	2/8/2022
JR-SR HS	Johnson, Wendy	Introduction into Culturally Responsive-Sustaining Education	12/14/2021	12/14/2021
DEXTER	Jones, Ashley	The Science of Reading: Foundational Knowledge and Skills Series	1/20/2022	1/27/2022
BGP	KETCHAM, HELEN	General Brown - SDI Work	9/2/2021	9/2/2021
BGP	KNOWLTON, JARED	NYS AHPERD: Physical Education Curriculum and Assessment Guidance Dc	5/11/2022	5/11/2022
BGP	LALONDE, STACEY	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
JR-SR HS	LASAGE, CARRIE	Virtual OPALS User Group	5/4/2022	5/4/2022
JR-SR HS	LASAGE, CARRIE	Collection, Selection, and Objection In Person at Erie 1 BOCES	5/13/2022	5/13/2022
JR-SR HS	LASAGE, CARRIE	21st Century Learners and Digital Citizenship	7/19/2022	7/19/2022
BGP	LaVere, Julia	Erin's Law	9/29/2021	9/29/2021
DEXTER	LEDBURY, KATIE	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
JR-SR HS	Longamore, Katelyn	General Brown - SDI Work	9/2/2021	9/2/2021
DEXTER	LOTHROP, ASHLEY	General Brown - SDI Work	9/2/2021	9/2/2021
DEXTER	LOTHROP, ASHLEY	The Science of Reading: Foundational Knowledge and Skills Series	1/20/2022	1/27/2022
DEXTER	LOTHROP, ASHLEY	Effective Strategies for All Classrooms: January 24 - January 31	1/24/2022	1/24/2022
DEXTER	LOTHROP, ASHLEY	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
DEXTER	MAJO, SARAH	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
BGP	MAJO, SARAH	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
DEXTER	MARTIN, STACI	VIRTUAL: Tech Sandbox: Discover, Play, and Engage with the Newest Edtec	1/3/2022	5/31/2022

ReportResults

DEXTER	Mehaffy, Angela	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
BGP	Nabinger, Melissa	Erin's Law	7/14/2021	7/14/2021
BGP	Nabinger, Melissa	Fundamentals of Equity	7/20/2021	7/20/2021
BGP	Nabinger, Melissa	What Does it Mean to be Culturally Responsive?	7/22/2021	7/22/2021
BGP	Nabinger, Melissa	Grading for Equity Book Study	8/12/2021	8/19/2021
BGP	Nabinger, Melissa	The Science of Reading: Foundational Knowledge and Skills Series	8/30/2021	8/31/2021
BGP	Nabinger, Melissa	Elementary Principals Meeting	9/14/2021	9/14/2021
BGP	Nabinger, Melissa	Elementary Principals Meeting	10/12/2021	10/12/2021
BGP	Nabinger, Melissa	Let's Talk about Data	10/28/2021	2/10/2022
BGP	Nabinger, Melissa	APL Supervision for Administrators	12/10/2021	12/17/2021
BGP	Nabinger, Melissa	Elementary Principals Meeting	12/14/2021	12/14/2021
BGP	Nabinger, Melissa	We Are Here...Moving Forward with Inclusivity and Belonging a DEI Virtual C	2/9/2022	2/9/2022
BGP	Nabinger, Melissa	PBIS Tier 1 Training	3/7/2022	5/2/2022
BGP	Nabinger, Melissa	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
JR-SR HS	NEWVINE, STEPHANIE	Seal of Biliteracy Meeting	12/15/2021	12/15/2021
JR-SR HS	NEWVINE, STEPHANIE	Seal of Biliteracy Meeting	1/18/2022	1/18/2022
JR-SR HS	NEWVINE, STEPHANIE	World Language Assessment Committee Meeting	2/16/2022	2/16/2022
JR-SR HS	NEWVINE, STEPHANIE	World Language Assessment Committee Meeting	3/9/2022	3/9/2022
JR-SR HS	NEWVINE, STEPHANIE	World Language Assessment Committee Meeting	3/31/2022	3/31/2022
JR-SR HS	NEWVINE, STEPHANIE	Seal of Biliteracy Meeting	4/6/2022	4/6/2022
JR-SR HS	NEWVINE, STEPHANIE	World Language Assessment Overview and Training for June 2022	4/20/2022	4/20/2022
JR-SR HS	NEWVINE, STEPHANIE	Seal of Biliteracy Meeting	5/9/2022	5/9/2022
JR-SR HS	Nieves-Soto, Julia	World Language Assessment Overview and Training for June 2022	4/20/2022	4/20/2022
JR-SR HS	Nieves-Soto, Julia	World Language: Implementation of Revised Standards and Aligned Assessn	7/19/2022	7/27/2022
DEXTER	Nohle, Laurie	Let's Talk about Data	10/28/2021	2/10/2022
DEXTER	Nohle, Laurie	We Are Here...Moving Forward with Inclusivity and Belonging a DEI Virtual C	2/9/2022	2/9/2022
DEXTER	Nohle, Laurie	Elementary Principals Meeting	2/15/2022	2/15/2022
DEXTER	Nohle, Laurie	PBIS Tier 1 Training	3/7/2022	5/2/2022
DEXTER	Nohle, Laurie	Elementary Principals Meeting	3/15/2022	3/15/2022
DEXTER	Nohle, Laurie	Elementary Principals Meeting	4/5/2022	4/5/2022
DEXTER	Nohle, Laurie	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
DEXTER	Nohle, Laurie	Elementary Principals Meeting	5/24/2022	5/24/2022
JR-SR HS	O'Brien, Allison	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
BGP	Orcesi, Mauro	Effective Teaching Level 1	3/1/2022	4/19/2022
BGP	Orcesi, Mauro	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
JR-SR HS	O'RILEY, AMY	CPI ICP blended	4/11/2022	5/12/2022
JR-SR HS	O'RILEY, AMY	World Language Assessment Overview and Training for June 2022	4/20/2022	4/20/2022
BGP	PAIGE, MARY	The Science of Reading: Foundational Knowledge and Skills Series	8/30/2021	8/31/2021
BGP	PAIGE, MARY	Instructional Technology Leadership Training	9/2/2021	9/2/2021
DEXTER	PARKER, STEPHANIE	General Brown - SDI Work	9/2/2021	9/2/2021

ReportResults

DISTRICT OFFICE	PAROBECK, MICHAEL	Data Warehouse Fall Workshop	10/5/2021	10/5/2021
DISTRICT OFFICE	PAROBECK, MICHAEL	NYSED Technology Plan User Group	10/6/2021	10/6/2021
DISTRICT OFFICE	PAROBECK, MICHAEL	Technology Leadership Meeting - Virtual	10/13/2021	10/13/2021
DISTRICT OFFICE	PAROBECK, MICHAEL	Lightspeed Relay Regional Training	10/27/2021	10/27/2021
DISTRICT OFFICE	PAROBECK, MICHAEL	Data Protection Officer User Group	11/2/2021	11/2/2021
DISTRICT OFFICE	PAROBECK, MICHAEL	ClassLink: Virtual Learning Event	12/8/2021	12/8/2021
DISTRICT OFFICE	PAROBECK, MICHAEL	Technology Leadership Meeting - Virtual	12/15/2021	12/15/2021
DISTRICT OFFICE	PAROBECK, MICHAEL	Civil Rights Data Collection	1/27/2022	1/27/2022
DISTRICT OFFICE	PAROBECK, MICHAEL	Data Protection Officer User Group	2/1/2022	2/1/2022
DISTRICT OFFICE	PAROBECK, MICHAEL	Technology Leadership Meeting - Virtual	2/16/2022	2/16/2022
DISTRICT OFFICE	PAROBECK, MICHAEL	Technology Leadership Meeting - Virtual	4/20/2022	4/20/2022
DISTRICT OFFICE	PAROBECK, MICHAEL	Data Protection Officer User Group	5/11/2022	5/11/2022
JR-SR HS	PICKERAL, JANNELL	World Language Assessment Committee Meeting	3/9/2022	3/9/2022
JR-SR HS	PICKERAL, JANNELL	World Language Assessment Committee Meeting	3/31/2022	3/31/2022
JR-SR HS	PICKERAL, JANNELL	World Language Assessment Overview and Training for June 2022	4/20/2022	4/20/2022
JR-SR HS	RAMIE, DAVID	Grading for Equity Book Study	8/12/2021	8/19/2021
JR-SR HS	RAMIE, DAVID	Instructional Technology Leadership Training	9/2/2021	9/2/2021
JR-SR HS	RAMIE, DAVID	Secondary Principals Meeting	9/14/2021	9/14/2021
JR-SR HS	RAMIE, DAVID	Secondary Principals Meeting	10/12/2021	10/12/2021
JR-SR HS	RAMIE, DAVID	Secondary Principals Meeting	11/9/2021	11/9/2021
JR-SR HS	RAMIE, DAVID	We Are Here...Moving Forward with Inclusivity and Belonging a DEI Virtual Co	2/9/2022	2/9/2022
JR-SR HS	RAMIE, DAVID	Paper-Based Testing and OSC Scoring Spring Workshop	3/2/2022	3/2/2022
JR-SR HS	RAMIE, DAVID	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
JR-SR HS	RAMIE, DAVID	Regents Prep, Closing Learning Gaps, Credit Recovery, and Social Emotiona	4/26/2022	4/26/2022
JR-SR HS	RAMIE, DAVID	Gender and Sexuality Alliance Club Advisors Meeting	5/12/2022	5/12/2022
JR-SR HS	RAMIE, JENNIFER	General Brown - SDI Work	9/2/2021	9/2/2021
DEXTER	Rawleigh, Shelly	The Science of Reading: Foundational Knowledge and Skills Series	8/30/2021	8/31/2021
DEXTER	Rawleigh, Shelly	Effective Strategies for All Classrooms: January 24 - January 31	1/24/2022	1/24/2022
DEXTER	Rawleigh, Shelly	The 7 Habits of Highly Effective People: 3/28/22 - 4/11/22	3/28/2022	3/28/2022
DEXTER	Slate, Gabrielle	Effective Teaching Level 1	3/1/2022	4/19/2022
JR-SR HS	SMITH, AMY	General Brown - SDI Work	9/2/2021	9/2/2021
JR-SR HS	SMITH, JANEL	Strategies for All Classrooms: May 23 - May 30	5/23/2022	5/23/2022
DISTRICT OFFICE	SMITH, LISA	Erin's Law	7/14/2021	7/14/2021
DISTRICT OFFICE	SMITH, LISA	Grading for Equity Book Study	8/12/2021	8/19/2021
DISTRICT OFFICE	SMITH, LISA	Assistant Superintendents Meeting	11/9/2021	11/9/2021
DISTRICT OFFICE	SMITH, LISA	Assistant Superintendents Meeting	1/11/2022	1/11/2022
DISTRICT OFFICE	SMITH, LISA	We Are Here...Moving Forward with Inclusivity and Belonging a DEI Virtual Co	2/9/2022	2/9/2022
JR-SR HS	ST. PIERRE, KATIE	General Brown - SDI Work	9/2/2021	9/2/2021
JR-SR HS	Stephens, Elizabeth	Developing and Strengthening Teacher and Student Relationships: 9/27/21 -	9/27/2021	9/27/2021
JR-SR HS	Stephens, Elizabeth	Developing Engaging Tasks to Support Student Empowerment: 10/4 - 10/18	10/4/2021	10/4/2021

ReportResults

JR-SR HS	Stephens, Elizabeth	Grading For Equity Book Study - Session 1	10/20/2021	10/20/2021
JR-SR HS	Taylor, Rebecca	General Brown - SDI Work	9/2/2021	9/2/2021
JR-SR HS	Taylor, Rebecca	Developing and Strengthening Teacher and Student Relationships: 9/27/21 -	9/27/2021	9/27/2021
JR-SR HS	Taylor, Rebecca	Meeting the Needs of Students Through Assessments while Supporting and F	10/25/2021	10/25/2021
JR-SR HS	Taylor, Rebecca	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
BGP	Tibbles, Kelsey	Effective Teaching Level 1	3/1/2022	4/19/2022
BGP	Tibbles, Kelsey	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
JR-SR HS	VANBROCKLIN, LISA	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
JR-SR HS	VANBROCKLIN, LISA	Regents Prep, Closing Learning Gaps, Credit Recovery, and Social Emotiona	4/26/2022	4/26/2022
BGP	VODICKA, MARY	Educators Helping Educators - Recorded Sessions for You: 1/10/22 - 6/13/22	1/10/2022	1/10/2022
BGP	VODICKA, MARY	Effective Strategies for All Classrooms: January 24 - January 31	1/24/2022	1/24/2022
BGP	WIDRICK, ALISON	General Brown - SDI Work	9/2/2021	9/2/2021
BGP	WIDRICK, ALISON	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022
JR-SR HS	Yerdon, Alexiah	Educators Helping Educators - Recorded Sessions for You: 1/10/22 - 6/13/22	1/10/2022	1/10/2022
JR-SR HS	Yerdon, Alexiah	Effective Strategies for All Classrooms: January 24 - January 31	1/24/2022	1/24/2022
JR-SR HS	Yerdon, Alexiah	Effective Feedback for Strengthening Student Learning: 2/14 - 2/21	2/14/2022	2/14/2022
JR-SR HS	Yerdon, Alexiah	The 7 Habits of Highly Effective People: 3/28/22 - 4/11/22	3/28/2022	3/28/2022
DEXTER	Yodice, Wendy	Effective Teaching Level 1	3/1/2022	4/19/2022
DEXTER	Yodice, Wendy	CPI - Non-Violent Crisis Intervention (in-person)	4/20/2022	4/21/2022

Policy

Draft 03/10/22

NON-INSTRUCTIONAL BUSINESS

5322

MANDATORY AVAILABILITY/USE OF CELL PHONES

It is recognized that specific District employees will be required to maintain availability beyond the regular work day to meet their job responsibilities. Employees that fall into this category include but are not limited to the Superintendent of Schools, Building Principals, Business Administrator, Athletic Director, ~~Head of Buildings and Grounds~~ Director of Facilities, and the Transportation Supervisors.

It will be the responsibility of the aforementioned employees to secure an approved cellular service provider and to maintain the account and equipment necessary to insure availability beyond the normal school day. It is understood that all equipment purchased and the cellular account itself will be the responsibility/property of the employee and not the responsibility/property of the District.

Employees will be required to submit bills and receipts for service and equipment on a monthly basis. In the event an employee fails to maintain availability or provide appropriate documentation, they will be responsible for the re-payment of any funds distributed.

The District will provide monthly and annual stipends to the aforementioned employees in an amount not to exceed the reimbursement rates established by the General Brown Administrative Association collective bargaining agreement.

The District will provide a monthly stipend not to exceed sixty ~~one hundred~~ dollars (\$60 ~~100~~) for a cellular service plan. The District will also provide an annual stipend of one ~~two hundred fifty~~ dollars (\$100 ~~250~~) for equipment if necessary. Employees may carry over one (1) year of their annual equipment stipend, for a maximum reimbursement of two ~~five hundred~~ dollars (\$200 ~~500~~) in any given school year.

=====
General Brown Central School District
Adopted: 5/10/10
Revised: _____

Office of Inter-Municipal Legal Services



JEFFERSON • LEWIS • HAMILTON • HERKIMER • ONEIDA
BOARD OF COOPERATIVE EDUCATIONAL SERVICES

20104 NYS Route 3
Watertown, NY 13601
www.boces.com

(315) 779-7045
(800) 356-4356
FAX: (315) 779-7009

George R. Shaffer III, Esq.
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gshaffer@boces.com

Walter M. Jeram, Jr., Esq.
School Attorney
wjeram@boces.com

Dylan Pauly, Esq.
School Attorney
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Candice Dean
Paralegal
cdean@boces.com

Kathy J. Nicholson
Personnel Assistant
knicholson@boces.com

March 7, 2022

RECEIVED

MAR 10 2022

**GENERAL BROWN CSD
DISTRICT OFFICE**

Barbara Case, Supt.
General Brown Central School
PO Box 500
Dexter, NY 13634

RE: Legal and Related Services for 2022-2023

Dear Superintendent Case:

I am writing to let you know the costs for our Legal Services for next year. The quoted prices are for the 2022-2023 school year for legal services for yours and the Board's consideration.

I am also providing you information for the Hearing Officer services. This service is a sub-CoSer to our Labor Relations Service and has been approved by SED for state aid reimbursement. If you have any questions about this service or about legal services, contact me at your convenience. If your board would like me to appear at a meeting to provide any additional information, I would be happy to do so.

Hearing Officer Services

This is an enhanced service to cover "hearing officer" activities. Billing for this service covers all hearing officer services including hearing officers for the following matters:

- Superintendent's Hearings for student disciplinary matters;
- Civil Service hearings for workers compensation and ordinary disabilities under Section 71 & 73;
- In District appeals for residency determinations; and
- In-district appeals regarding immunizations exemption requests.

The cost for this enhanced service is a **\$3,811** base fee covering the first four (4) hearings, with an hourly rate of **\$120.00** per hour for a hearing officer after the fourth hearing. This service is approved by the State Education Department provided through an approved CoSer 602.100 and is, therefore, subject and available for State aide reimbursement.

Legal Services

For your participation and utilization of services provided by the jointly employed attorneys, the District would agree to reimburse the BOCES at a flat rate for a total amount of \$24,500 (twenty-four thousand, five hundred dollars) as contribution toward the actual costs of employing such attorneys. This reimbursement covers all operation costs for legal services including but not limited to salary, payroll taxes, benefits, retirement, office space, supplies, and other related and itemized expenses. Reimbursement would be made by the District to the BOCES in a manner best determined between the parties, but we typically bill bi-annually beginning with the fiscal year in July.

Included as services in exchange for the District's reimbursement of costs to the BOCES for the employment of attorneys and legal services provided to the District are the following services:

- The jointly employed attorneys' scope of services provided to the District is strictly limited to those services listed on **Appendix A** as attached to this letter;
- Related incidental costs incurred by the BOCES for mileage at the applicable IRS rate, regular and routine printing, copying, mailing and postage for the jointly employed attorneys to provide the required professional legal services;
- The BOCES employment of necessary support staff such as secretaries, typists, and paralegals for the jointly employed attorneys to provide the required professional legal services; and
- The list of services in **Appendix A** shall be narrowly and strictly construed to include only those services listed and any such incidental services jointly agreed to by the parties as sufficiently related to those services listed.

Excluded as services provided by the jointly employed attorneys as covered by the District's reimbursement to the BOCES, are the following services:

- The required payment of out-of-pocket expenses directly and/or incidentally related to the provision of professional legal services (otherwise known as disbursements for private attorneys) which includes but is not limited to such things as filing fees, court fees, transcript fees, stenographer (audio or video) fees, witness fees, service of process costs, and District requested professional printing charges;
- Representation and prosecution by the District of employee disciplinary proceedings under Civil Service Law Section 75 or Education Law section 3020-a charges against a certified employee;
- Trial or appellate appearances in any competent State or Federal Court in representation of a District, including any time required to prepare in advance for a trial in such Courts;
- Representation of the District in either State or Federal Court in an Article 78 proceeding, Article 75 proceeding, or other summary type proceeding (i.e., declaratory judgment action, order to show cause action, etc.);
- Appeals of any final case or decision in any competent State or Federal Court in representation of a District; and
- Any other services not specifically listed in Appendix A or agreed to by the parties.

If the District wished to utilize the services of the jointly employed attorneys as employed by the BOCES for a service or work which is excluded as covered by the District's reimbursement of costs to the BOCES, the District would agree to reimburse the BOCES as follows:

- For jointly employed attorneys' actual time worked at the rate of **\$140.00** per hour for those services;
- For the trained legal support staff employed by the BOCES, which may include one or more paralegals and/or other legal support personnel, actual time worked at the rate of **\$85.00** per hour for those services; and
- For secretarial/typist staff employed by the BOCES, which may include one or more secretaries, typists, and/or aides, actual time worked at the rate of **\$65.00** per hour for those services.

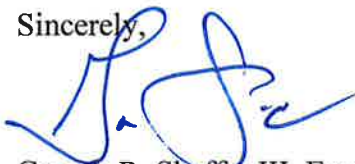
Additional Items

The BOCES would provide the District with periodic invoices of services performed. The invoices would provide a reasonably specific description of the services performed, and shall separately specify charges for professional services and charges for excluded expenses. The District would remit payment to the BOCES within thirty (30) days of the date of the invoice.

BOCES and the District are distinct entities and each will have a distinct attorney-client relationship with any jointly employed attorney that performs services for either of them. Each jointly employed attorney shall act to maintain client loyalties and client confidences in accordance with the New York State Code of Professional Responsibility. In the event of a conflict of interest, no jointly employed attorney, and no attorney employed by the BOCES or District as staff or in-house counsel, shall represent either BOCES and/or the District. BOCES shall maintain professional liability insurance coverage applicable to the professional services provided by the jointly employed attorney(s) to the District, in the amount of at least one million dollars.

If you should have further questions or would like to discuss our services in greater detail, please feel free to contact me. I look forward to working with you.

Sincerely,

A handwritten signature in blue ink, appearing to read "George R. Shaffer III", with a stylized flourish at the end.

George R. Shaffer III, Esq.

GRS:kjn

Enclosure

cc: Michele Traynor

MAR 10 2022

GENERAL BROWN CSD
DISTRICT OFFICE

INTER-MUNICIPAL COOPERATION AGREEMENT
2022-2023

The parties to this AGREEMENT are the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services (“**BOCES**”), with its principal business address at 20104 State Route 3, Watertown, New York 13601 and the General Brown Central School District (“**DISTRICT**”), with its principal business address at PO Box 500, Dexter, New York 13634.

RECITALS

A. Education Law section 1950(4)(e) provides that BOCES, as a duly constituted Board Of Cooperative Educational Services, has the power and duty to employ personnel such as attorneys to carry out its program, upon the recommendation of the District Superintendent; and, BOCES, upon the recommendation of its District Superintendent, has employed attorneys to assist it in carrying out its program.

B. The DISTRICT is established as a central school district under the New York State Education Law; Section 1709 and 1804 of the Education Law authorizes the board of education of a central school district to employ personnel such as attorneys to assist it in carrying out its duties; and, the DISTRICT’s board of education desires to employ one or more attorneys to assist it in carrying out its duties under the Education Law.

C. New York State General Municipal Law, Article 5-G authorizes BOCES and the DISTRICT each to enter into an inter-municipal cooperation agreement (“ICA”) to carry out any function or responsibility each has authority to undertake alone.

D. BOCES and the DISTRICT have undertaken a reasonable review of the cost of separately employing one or more attorneys and have determined that obtaining such services by jointly hiring one or more attorneys will afford best value to each organization.

COVENANTS

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, and other good and valuable consideration, receipt of which is acknowledged by both parties, it is agreed as follows:

1. **TERM:**

The term of this AGREEMENT shall begin on July 1, 2022, and shall extend through and including June 30, 2023.

2. **EMPLOYMENT OF AN ATTORNEY:**

BOCES agrees that it will employ two or more attorneys duly licensed to practice law in the State of New York, whose services will be available to the DISTRICT upon the terms set forth in this Agreement.

3. **EQUIPMENT AND OTHER RESOURCES:**

BOCES shall be responsible for providing the jointly employed attorneys with office space, office and support staff, equipment, supplies, and any other professional resources necessary to provide professional services to BOCES and the DISTRICT.

4. **REIMBURSEMENT AND PROVISION OF SERVICES:**

The parties agree that the jointly employed attorneys shall be considered to be employed by BOCES for purposes of payroll administration, pension service reporting and all other benefits. BOCES agrees to provide the DISTRICT with such information that may be necessary for the DISTRICT to satisfy its reporting obligation under Education Law Section 2053.

For its participation and utilization of services provided by the jointly employed attorneys, the DISTRICT agrees to reimburse the BOCES in the total amount of \$24,500 (twenty-four thousand, five hundred dollars) as contribution towards the actual costs of employing such attorneys, including but not limited to such costs as salary, payroll taxes, benefit, retirement, office space, supplies, and other related and itemized expenses. Such reimbursement shall be made by the DISTRICT to the BOCES in a manner best determined between the parties, but in no event any less often than quarterly starting with the DISTRICT's fiscal year in July.

INCLUDED as services in exchange for the DISTRICT's reimbursement of costs to the BOCES for the jointly employed attorneys, the Parties agree to the following:

- The jointly employed attorneys' scope of services provided to the DISTRICT is strictly limited to those services listed on **APPENDIX A** as attached to this AGREEMENT;
- Related incidental costs incurred by the BOCES for mileage at the applicable IRS rate, regular and routine printing, copying, mailing, and postage for the jointly employed attorneys to provide the required professional legal services shall be covered by the DISTRICT's reimbursement payment to the BOCES under this contract;
- The BOCES' employment of necessary support staff such as secretaries, typists, and paralegals for the jointly employed attorneys to provide the required professional legal services shall also be covered by the DISTRICT's reimbursement payment to the BOCES under this contract; and
- The list of services in **APPENDIX A** shall be narrowly and strictly construed to include only those services listed and any such incidental services jointly agreed to by the parties as sufficiently related to those services listed.

EXCLUDED as services provided by the jointly employed attorneys as covered by the DISTRICT's reimbursement to the BOCES as specified, the Parties agree to the following exclusions:

- The required payment of out-of-pocket expenses directly and/or incidentally related to the provision of professional legal services (otherwise known as disbursements for private attorneys) which includes but is not limited to such things as filing fees, court fees, transcript fees, stenographer (audio or video) fees, witness fees, service of process costs, and DISTRICT requested professional printing charges;
- Trial or appellate appearances in any competent State or Federal Court in representation of a District, including any time required to prepare in advance for a trial in such Courts;
- Representation of the DISTRICT in either State or Federal Court in an Article 78 proceeding, Article 75 proceeding, or other summary type proceeding (i.e., declaratory judgment action, order to show cause action, etc);
- Appeals of any final case or decision in any competent State or Federal Court in representation of a District;
- Representation as bond counsel for any public borrowing, including but not limited to BANS or borrowing associated with capital projections;
- Employee disciplinary hearings including but not limited to Section 75 or Education Law 3020-a beginning with formal drafting of charges through adjudication, and
- Any other services not specifically listed in **APPENDIX A** or agreed to by the parties.

In the event the DISTRICT wishes to utilize the services of the jointly employed attorneys as employed by the BOCES for a service or work which is excluded as covered by the DISTRICT's reimbursement of costs to the BOCES, the DISTRICT agrees to reimburse BOCES as follows:

- For jointly employed attorneys' actual time worked at the rate of **\$140.00** per hour for those services;
- For the trained legal support staff employed by BOCES, which may include one or more paralegals and/or other legal support personnel, actual time worked at the rate of **\$85.00** per hour for those services;
- For secretarial/typists staff employed by BOCES, which may include one or more secretaries, typists, and/or aides, actual time worked at the rate of **\$65.00** per hour for those services.

5. **INVOICES:**

BOCES shall provide the DISTRICT with periodic invoices of services performed pursuant to this agreement. The invoices shall provide a reasonably specific description

of the services performed, and shall separately specify charges for professional services and charges for excluded expenses, i.e., disbursements. The DISTRICT shall remit payment to BOCES within thirty (30) days of the date of the invoice.

6. **ATTORNEY-CLIENT RELATIONSHIP:**

BOCES and DISTRICT are distinct entities, and, thus, each will have a distinct attorney-client relationship with any jointly employed attorney that performs services for either of them. Each jointly employed attorney shall act to maintain client loyalties and client confidences in accordance with the New York State Code of Professional Responsibility.

7. **CONFLICT OF INTEREST:**

If circumstances arise that constitute a conflict of interest between BOCES and the DISTRICT, or two DISTRICTS who both have ICA's with the BOCES, as defined by the New York State Code of Professional Responsibility, then, as to that matter, no jointly employed attorney, and no attorney employed by BOCES or DISTRICT as staff or in-house counsel, shall represent either BOCES and/or the DISTRICT(s).

8. **PROFESSIONAL LIABILITY INSURANCE:**

BOCES shall maintain professional liability insurance coverage applicable to the professional services provided by the jointly employed attorney(s) to DISTRICT, in the amount of at least one million dollars. The shared cost of this insurance is reflected in the compensation arrangement established in paragraph 4. The limits and coverage of this policy shall be the parties' sole remedy in the event of loss experienced due to the culpable conduct of one or more of the jointly employed attorney(s); and, neither party shall have any obligation to indemnify the other in the event of such loss.

9. **NON ASSIGNMENT:**

This AGREEMENT may not be assigned by either PARTY, or its right, title or interest therein assigned, transferred, conveyed or otherwise disposed of without the previous consent, in writing, of the other PARTY and any attempts to assign the contract without such written consent will be null and void.

10. **DISPUTE RESOLUTION:**

In the event either PARTY has a dispute relating to this AGREEMENT, including but not limited to the applicability of professional standards for work undertaken by the joint employee, it shall provide written notice to the other PARTY of such dispute and include a detailed description of the nature of the dispute and proposed method of resolution. Within seven (7) calendar days of receiving such notice, the receiving PARTY shall contact the disputing party and a mutually acceptable time shall be set for the PARTIES to meet and discuss the resolution. Both PARTIES shall provide documentation or other information useful for resolution of such dispute. Both PARTIES shall make a good faith effort to resolve such dispute in mutually acceptable and timely manner. In the event the PARTIES cannot agree to resolve such dispute, either PARTY may exercise its right to terminate pursuant to paragraph eleven (11) of this AGREEMENT.

11. **TERMINATIONS:**

Both PARTIES reserve the right to terminate this AGREEMENT upon providing sixty (60) days written notice to the other PARTY provided, however, that prior to providing such notice the PARTY seeking termination shall participate in dispute resolution as described in paragraph ten (10) of this AGREEMENT.

12. **NOTICES:**

Any notices or other communications that must be given in connection with this AGREEMENT shall be in writing and shall be deemed to have validly made or given when delivered personally or when received if properly deposited with the United States Postal Services, postage prepaid certified or registered mail return receipt requested or with a nationally recognized overnight courier service to the address set forth below:

(a) **If to DISTRICT:**

Barbara Case, Superintendent of Schools
General Brown Central School District
PO Box 500
Dexter, NY 13634

(b) **If to BOCES:**

Mr. Stephen J. Todd, District Superintendent
Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES
20104 State Route 3
Watertown, NY 13601

13. **HEADINGS:**

Headings of titles of sections are for convenience of reference only and do not constitute a part of this AGREEMENT.

14. **FULL AGREEMENT:**

This AGREEMENT constitutes the full agreement between the parties. This Agreement may not be amended or modified by either party except by a written agreement signed by both parties.

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[Signatures Next Page]

IN WITNESS WHEREOF, the parties have executed this AGREEMENT on the 22
day of March, 2022.

Barbara Jones
School District Superintendent

3/22/22
Date

CERTIFICATION BY SCHOOL DISTRICT BOARD CLERK

I, _____, Clerk of the Board of Education for the General Brown Central School District, do certify that an AGREEMENT for certain staff attorney functions between the Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES and the General Brown Central School District was duly approved by a majority vote of the voting strength of the Board of Education on _____, 2022.

SIGNATURE OF SCHOOL DISTRICT BOARD CLERK

Date

BOCES District Superintendent

Date

CERTIFICATION BY BOCES BOARD CLERK

I, Patti LaClair, Clerk of the Board of Education for the Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES do certify that an AGREEMENT for certain staff attorney functions between the Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES and the General Brown Central School District was duly approved by a majority vote of the voting strength of the Board of Education on _____, 2022.

SIGNATURE OF BOCES BOARD CLERK

Date

APPENDIX A

Office of Inter-Municipal Legal Services 2022-2023 School Year

Potential Suite of Services and Offerings Included in Flat Fee Arrangements

1. Advise and consult on Constitutional issues/questions involving the separation of church and state, school prayer, facility use, libraries, textbooks, and other First Amendment questions.
2. Advise and consult on Constitutional issues/questions involving search and seizure, custody, questioning of students, employees and witnesses, and other Fifth and Fourteenth Amendment issues.
3. Advise, consult, and advocacy in Division of Human Rights, EEOC, ADA, and Title VII discrimination cases, including investigatory services and personnel file review and recommendations.
4. Advise, consult, and representation of Districts in matters relating to subpoenas/discovery demands pertaining to the storage, preparation and production of student/employee records, or appearance of district personnel in legal proceedings, e.g., Family Court matters, CPS/educational neglect matters and PINS proceedings, divorce proceedings, etc.
5. Advise and consult regarding student transportation and related issues pertaining to student health and safety, student records, homeless child issues, and residency matters involving homeless students and the McKinney-Vento Act.
6. Advise and consult in insurance related matters, including liability and property insurance.
7. Advise, consult, and provide input regarding installment purchase contracts and related documents.
8. Advise, consult, and provide input regarding PILOT and other tax deferral agreements and/or opposition to the same, including but not limited to alternative energy and commercial development contracts.
9. Initiate and review commercial contracts with vendors, outside service vendors and receiver agencies.
10. Advise, consult, and advocate for districts in proceedings before the Commissioner of Education, including but not limited to matters regarding student residency, attendance laws, academic standards, grades, promotion and graduation requirements, and appeals in student disciplinary proceedings.

11. Advise and consult on proposed district policies and/or revisions to existing policies, including presentations, training sessions, and Board retreats for the benefits of Boards of Education.
12. Advise and consult on all phases of capital projects, including review and recommendation of revisions to AIA documents such as general and supplemental conditions contracts, contracts pertaining to architects and clerks of the works, insurance bonds and binders, performance bonds, SEQRA determinations, and investigation of bidder/contractor eligibility.
13. Advise, consult, and advocacy on behalf of districts in all aspects of the special education process, to include matters under IDEA, Section 504 and Parts 200 & 201 of the Commissioner's Regulations, attendance at CSE meetings and manifestation determination meetings, review of draft IEP's, and developing contracts for related service providers where necessary.
14. Advise, consult, and review requests for documents and production pursuant to the Freedom of Information Law under the Public Officers Law and proper procedures concerning Board of Education Actions and a District's obligations under the Open Meetings Law.
15. Provide an initial review and assessment of potential and/or pending litigation general litigation to advise on the appropriate course of action and to make recommendations to District's specialty or insurance counsel.



Jefferson Lewis BOCES
20104 State Route 3
Watertown, NY 13601
Phone: 3157797041
Email: mfuller@boces.com

RECEIVED

APR 27 2022

GENERAL BROWN CSD
DISTRICT OFFICE

(Authorized Provider #: 683)

This certifies that Barbara Case
has successfully completed the following course/activity:

Superintendent Lead Evaluator Training

This started on 4/27/2022 and was completed on 4/27/2022

1 - Hour

Category - Content

I certify that the individual listed completed the CTLE
cited pursuant to Subpart 80-6 of the Regulations of
the Commissioner of Education

Signature of Authorized Certifying Officer



Jefferson Lewis BOCES
20104 State Route 3
Watertown, NY 13601
Phone: 3157797041
Email: mfuller@boces.com

(Authorized Provider #: 683)

RECEIVED

APR 27 2022

GENERAL BROWN CSD
DISTRICT OFFICE

This certifies that Lisa Smith
has successfully completed the following course/activity:

Superintendent Lead Evaluator Training

This started on 4/27/2022 and was completed on 4/27/2022

1 - Hour

Category - Content

I certify that the individual listed completed the CTLE
cited pursuant to Subpart 80-6 of the Regulations of
the Commissioner of Education

Signature of Authorized Certifying Officer