

**GENERAL BROWN CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION**

17643 Cemetery Road - P.O. Box 500 - Dexter, New York 13634

**REGULAR MEETING**

**April 5, 2023 – 5:30 p.m.**

The Library/ Jr. Sr. High School

**Unapproved**

**Minutes**

**REGULAR MEETING** – The meeting was called to order at 5:30 p.m. by Vice President, Tiffany Orcesi, followed by the Pledge of Allegiance.

**MEMBERS PRESENT:** Kelly Milkowich, President; Tiffany Orcesi, Vice President; Natalie Hurley; Albert Romano, Jr.; Kimberly Shuler; Jamie Lee; Jason Reynolds

**OTHERS PRESENT:** Brian Moore, Superintendent; Christine Wheeler, Business Administrator; Lisa Leubner, District Clerk; Leann Hill, Director of Student Services; Sarah Carpenter, Curriculum Coordinator; David Ramie, Principal Jr.-Sr. High School; Joseph Folino, Assistant Principal Jr.-Sr. High School; Michael Parobeck, Network Administrator; William Shepard, Director of Transportation; Faculty, Students and Community Members.

**A. APPROVAL OF AGENDA**

Motion for approval by Tiffany Orcesi, seconded by Kimberly Shuler, with motion approved 7 – 0.

**B. PRESENTATIONS** – Drew Reinhardt/Jalynn Castro; Gabe Malcolm/Armondo Orcesi; Qiana Rollins; Kori Nichols/Emma Hughes

**C. PUBLIC COMMENT REQUESTS** – Ashley Jones spoke regarding Policy #7132 Non-Resident students of General Brown staff.

**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 7 – 0.

1. Approval of Minutes as listed:
  - March 13, 2023 – Regular Meeting
2. Approval of Buildings and Grounds Requests as listed: None
3. Approval of Conferences and Workshops as per *My Learning Plan Report*
4. Approval of Financial Reports – Warrants – February 2023

**E. REGULAR AGENDA**

**Other Discussion and Action Items:**

**Board Member Reports/Staff Member Reports and Presentations**

1. Comments / Information shared by Board Members
  - Ms. Hurley shared that her and Mrs. Milkowich attended the Jefferson-Lewis Honor Society senior night and that there will be a Jefferson-Lewis School Boards Dinner coming in May.
2. Staff Member Reports

**Items for Board Information/Discussion**

3. Board Information/Discussion – Policy Review
  - **Review Policy #7420 – Sports and the Athletic Program** – after discussion the Board decided to keep the policy in place with no changes.
  - **3rd Reading – Policy #8110 (as revised) – Curriculum Development, Resources, and Evaluation**
  - **3rd Reading – Policy #8320 (as revised) – Textbooks, Library Materials, and other Instructional Materials**
  - **3rd Reading – Policy #8330 (as revised) – Objection to Instructional Materials and Controversial Issues**
4. Board Information/Discussion – **NYSSBA** pamphlet on **Custom Board Retreats**-Creating Effective School Boards.

5. Board Information – Candidates for election to the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Education Services are as follows:
- Mrs. Alice Draper
  - Mr. Peter Monaco
  - Mrs. Grace Rice
  - Mr. Stephen Dreizler

Four (4) vacancies exist, and four (4) candidates have been nominated. The term of office for three (3) of the vacancies is three (3) years beginning July 1, 2023, and concludes on June 30, 2026. The term of office for one (1) of the vacancies is two (2) years beginning immediately following the election on April 25, 2023 and concludes on June 30, 2025. The election and vote on the proposed 2023-2024 BOCES administrative budget will take place on Tuesday, April 25, 2023.

There will be a **Special Meeting of the Board of Education held on Tuesday, April 25, 2023 at 5:30 p.m.** for the purpose of voting on the proposed 2023-2024 budget and the election of members to the BOCES Board of Education.

6. Board Information - Letter from **BOCES candidate** Grace H. Rice.
7. Board Information – Rates for **Legal Services from Ferrara Fiorenza PC** for the School Year 2023-2024.
8. Board Discussion – Budget discussion regarding the **Proposed Spending Plan for the 2023-2024 school year.**

**Items for Board Discussion / Action**

9. Board Action - Approval is requested for a **Memorandum of Agreement between General Brown Central School District and the General Brown School Related Professionals Union to modify Article XVI- Retirement Incentive.**  
Motion for approval by Tiffany Orcesi, seconded by Jason Reynolds, with motion approved 7 – 0.
10. Board Action – Approval is requested for the contracted **Health and Welfare Services** provided to the GBCSD students who are attending **parochial schools** in Watertown City School District in the 2022-2023 school year.  
Motion for approval by Tiffany Orcesi, seconded by Kimberly Shuler, with motion approved 7 – 0.
11. Board Action – Approval is requested for **Denmark Termulo** to participate with the **Watertown City School District Track & Field 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.  
Motion for approval by Albert Romano, seconded by Jamie Lee, with motion approved 7 – 0.
12. Board Action – Approval of the **2023-2024 General Brown District Instructional Calendar.**  
Motion for approval by Tiffany Orcesi, seconded by Kimberly Shuler, with motion approved 7 – 0.
13. Board Action – Approval of the **2023-2024 Board of Education Meeting Schedule.**  
Motion for approval by Jason Reynolds, seconded by Kimberly Shuler, with motion approved 7 – 0.
14. 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 Natalie Hurley, seconded by Albert Romano, with motion approved 7 – 0.
15. Board Action – **Approval of Assistant Clerks / Inspectors** for the Annual Proposed Budget Vote and election as follows:
- Assistant Clerks: Rebecca Flath – Kristi Bice – Marli Eystone – Donna Keefer
  - Inspector: Jefferson County Board of Elections Inspector, with Michele Groff serving as Chief Inspector
  - Chairperson for the Annual Meeting / Budget Vote-Election – Christine Wheeler
- Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 7 – 0.
16. Board Action – Approval is requested for the **Committee on Special Education Reports.**  
Motion for approval by Albert Romano, seconded by Jamie Lee, with motion approved 7 – 0.

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

17. Board Action – **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education hereby takes action to approve the requested corrections to Tenure expiration dates as follows:

- **Kelly L. Henderson** – Corrected appointment due to Jarema credit for serving in a long term appointment during the 2021-2022 school year. Original appointment date was December 7, 2021. Her corrected four year probationary appointment in the tenure area of Elementary Education is effective retroactive to November 9, 2021. Ms. Henderson’s anticipated tenure date is set for November 9, 2025.
- **Rachel M. Skipper** – Corrected appointment due to Jarema credit for serving in a long term appointment during the 2021-2022 school year. Original appointment date was April 7, 2022. Her corrected four year probationary appointment in the tenure area of Elementary Education is effective retroactive to November 13, 2021. Ms. Skipper's anticipated tenure date is set for November 13, 2025.

Motion for approval by Tiffany Orcesi, seconded by Albert Romano, with motion approved 7 – 0.

18. Board Action – **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, approval is requested for a **Class/Club Advisor for the 2022-2023** school year.

- Class of 2026 – **Donna Keefer**

Motion for approval by Kimberly Shuler, seconded by Jamie Lee, with motion approved 7 – 0.

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

**BE IT RESOLVED** that upon the recommendation of the Superintendent of Schools a motion is requested for approval of the following PERSONNEL CHANGES, with *effective dates* as listed, is made by Tiffany Orcesi, seconded by Jason Reynolds, with motion approved 7 – 0.

19. Board Action – Retirements:

Name	Position	Effective Date
Elizabeth Shawcross	Bus Driver	12/15/2023

20. Board Action – Resignations:

Name	Position	Effective Date
Melissa L. Nabinger	School District Administrator	06/30/2023

21. Board Action – Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if appl.)	Effective Date
Quinn K. Peters	Cleaner	Unchanged	Permanent appointment	05/03/2023
Dylan R. Davis	Substitute Teacher	\$120 per day	n/a	04/06/2023
Robin L. Davis	Substitute Aide Substitute Food Service	\$14.20 per hour \$14.20 per hour	n/a	04/06/2023

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

22. 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 coaching appointments, with *effective dates* as listed, is made by Tiffany Orcesi, seconded by Kimberly Shuler, with motion approved 7 – 0.

**PAID** Coaching Appointments:

Name	Sport / Season Spring 2023	Coaching Certification	Effective Date
Michael Chitro	Jr. Varsity – Baseball Coach	Temporary Coaching License 1 <sup>st</sup> Renewal	Emergency appt. eff. 03/13/2023-corrected start date
Zachary Barker	Modified – Baseball Coach	Temporary Coaching License	Emergency appt. eff. 4/03/2023

UNPAID Coaching Appointments: None

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

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

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

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

23. 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:

- **Dylan R. Davis** – Substitute Teacher
- **Robin L. Davis** – Substitute Aide

Motion for approval by Jamie Lee, seconded by Kimberly Shuler, with motion approved 7 – 0.

**J. SUPERINTENDENT REPORTS**

- 24. Business Administrator – Christine Wheeler
- 25. Superintendent – Brian Moore

**K. CORRESPONDENCE LOG**

- 26. Correspondence Log

**L. ITEMS FOR NEXT MEETING**

- 27. **Monday – April 17, 2023 – Special Meeting** will begin at 5:30 p.m. in the General Brown Room of the Jr.-Sr. High School.
- 28. **Tuesday – April 25, 2023 – Special Meeting** will begin at 5:30 p.m. for the purpose of voting on the JLBOCES Spending Plan and election of members to the Jefferson-Lewis BOCES Board of Education.
- 29. **Monday – May 8, 2023 – Regular Meeting** will begin at 5:30 p.m. in the Auditorium of the Jr.-Sr. High School.
- 30. **Monday – May 8, 2023 – Annual Meeting/Budget Hearing** will begin at 6:00 p.m. in the Auditorium of the Jr.-Sr. High School

**M. PROPOSED EXECUTIVE SESSION**

31. **A motion is requested to enter executive session** for collective negotiations pursuant to Article 14 of the Civil Service Law: Specifically, General Brown Teachers Association.  
Motion for approval by Natalie Hurley, seconded by Kimberly Shuler, with motion approved 7 – 0. Time 6:59 p.m.

**N. RETURN TO OPEN SESSION**

32. **A motion is requested to adjourn the executive session** and reconvene the regular meeting.  
Motion for approval by Jamie Lee, seconded by Albert Romano, with motion approved 7 – 0. Time 7:19 p.m.

**O. MOTION FOR ADJOURNMENT**

33. **There being no further business or discussion**, a motion is requested to adjourn the regular meeting.  
Motion for approval by Kimberly Shuler, seconded by Tiffany Orcesi, with motion approved 7 – 0. Time 7:20 p.m.

Respectfully submitted,

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Lisa Leubner, District Clerk

\*Supporting documents may be found in supplemental file dated April 5, 2023.