

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

REGULAR MEETING
February 6, 2023 – 5:30 p.m.
Library of the Dexter Elementary School

Unapproved
Minutes

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

MEMBERS PRESENT: Kelly Milkowich, President; Tiffany Orcesi, Vice President; Natalie Hurley; Kimberly Shuler; Jamie Lee; Jason Reynolds

MEMBERS ABSENT: Albert Romano, Jr.

OTHERS PRESENT: Brian Moore, Superintendent; Christine Wheeler, Business Administrator; Lisa Leubner, District Clerk; Leann Hill, Director of Student Services; Sarah Carpenter, Curriculum Coordinator; Missie Nabinger, Principal Brownville Glen Park; Amy Scott, Assistant Principal Brownville Glen Park; 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, Director of Transportation; Faculty and Students.

A. APPROVAL OF AGENDA

Motion for approval by Natalie Hurley, seconded by Kimberly Shuler, with motion approved 6 – 0.

- The Board took a tour of Dexter Elementary classrooms

B. PRESENTATIONS – Sarah Majo-Art Teacher displayed students’ artwork for upcoming Dinosaur Rocks-Art Show

C. PUBLIC COMMENT REQUESTS – None

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

1. Approval of Minutes as listed:

- January 9, 2023 – Regular Meeting

2. Approval of Buildings and Grounds Requests as listed:

JSHS – Gymnasium – February 5, 12, 19, 26, March 5, 12, 19, 26, April 9, 16, 23, 30 from 3:00 p.m. to 7:00 p.m. – USA Volleyball practice

Dexter Elementary – Gymnasium – March 25, 2023 from 8:00 a.m. to 9:00 p.m. – Victory Athletics-Youth Basketball Tournament

JSHS – Gymnasium – March 25-26, 2023 from 8:00 a.m. to 9:00 p.m. – Victory Athletics-Youth Basketball Tournament

JSHS – Gymnasium – July 8, 9, 2023 from 9:00 a.m. to 9:00 p.m. – Victory Athletics-Youth Basketball Tournament

3. Approval of Conferences and Workshops as listed: None

4. Approval of Conferences and Workshops as per *My Learning Plan Report*

5. Approval of Financial Reports – Warrants – December 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 recent JLSBA Legislative forum and that the General Brown School Board of Education was well represented.

2. Staff Member Reports

- Sarah Carpenter shared she has been working on elementary schedules with administration to best service students. She is also working with K-6 staff to implement new ELA curriculum.
- Elementary Principals shared that students at Brownville/Glen Park placed in the top 4 spots of the recent spelling bee. Dexter Elementary staff is starting a Book Buddy program with students from the Jr. Sr. High School.

Items for Board Information/Discussion

3. Board Information/Discussion – Policy Review

- **1st Reading – draft Policy #8110 as revised – Curriculum Development, Resources, and Evaluation**
- **1st Reading – draft Policy #8320 as revised – Textbooks, Library Materials, and other Instructional Materials**
- **1st Reading – draft Policy #8330 as revised – Objection to Instructional Materials and Controversial Issues**

4. Board Information – Members of the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services (BOCES) whose terms will expire on June 30, 2023 are as follows:

- Alice M. Draper – Belleville Henderson Central School District
- Barbara Lofink – Carthage Central School District
- Peter E. Monaco – Watertown City School District
- Grace H. Rice – South Lewis Central School District

5. Board Information – Jefferson-Lewis BOCES Component school district Boards of Education and Trustees **will vote on the Election and Proposed 2023-2024 BOCES administrative budget on April 25, 2023**. A special meeting for the purpose of the vote/election will be required on that date. Following discussion, it was agreed that the meeting will be held at 5:30 p.m. on April 25th.

Items for Board Discussion / Action

6. Board Action – Approval is requested for the annual membership renewal of **Fort Drum Regional Liaison Organization** - \$250
Motion for approval by Jason Reynolds, seconded by Jamie Lee, with motion approved 6 – 0.
7. 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 a **Settlement Agreement with the General Brown School Related Professionals Union** related to three individuals.
Motion for approval by Kimberly Shuler, seconded by Jason Reynolds, with motion approved 6 – 0.
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 the following: **Because six months or more have passed without challenge to the most recent election and budget vote, held May 17, 2022, that the ballot box be opened and the ballots contained therein, together with any unused ballots be destroyed.**
Motion for approval by Tiffany Orcesi, seconded by Kimberly Shuler, with motion approved 6 – 0.
9. Board Action – Approval is requested to accept the **tax cap calculation of 3.34% in tax levy equal to \$287,413 for the 2023-2024 tax levy**, subject to final revision and update if underlying data changes before the School Budget Vote.
Motion for approval by Kimberly Shuler, seconded by Jamie Lee, with motion approved 6 – 0.
10. Board Action – Approval is requested to **excess the following equipment** as surplus/obsolete/unusable as per Board of Education Policy #5250: Per attached listing.
Motion for approval by Natalie Hurley, seconded by Jason Reynolds, with motion approved 6 – 0.
11. Board Action – Approval is requested to accept the **Memorandum of Agreement between the General Brown Central School District and Jefferson County Board of Elections** for providing election services consisting of the provision and usage of voting machines, all equipment and supplies necessary to conduct voting operations, as well as training and assistance concerning voting operations.
Motion for approval by Tiffany Orcesi, seconded by Kimberly Shuler, with motion approved 6 – 0.
12. Board Action – Approval is requested to accept a **donation from Cheryl Burns of three used music stands** for district use.
Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with motion approved 6 – 0.

13. Board Action – Approval is requested for the **Committee on Special Education Reports**
 Motion for approval by Kimberly Shuler, seconded by Natalie Hurley, with motion approved 6 – 0.

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 hereby takes action to recommend the **Discontinuation of Probationary Appointment of Civil Service Employee, Alicia Shannon, effective February 6, 2023.**
 Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with motion approved 6 – 0.

G. ITEMS FOR BOARD ACTION – PERSONNEL continued

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

15. Board Action – Retirements: None

16. Board Action – Resignations:

Name	Position	Effective Date
Ericka C. Bluhm	4-Hour Food Service Helper	01/20/2023

17. Board Action – Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if appl.)	Effective Date
Zachary F. Barker	Substitute Teacher	\$105 per day	n/a	02/07/2023
Ericka C. Bluhm	Substitute Aide Substitute Food Service Helper	\$14.20 per hour \$14.20 per hour	n/a	02/07/2023
Grace C. Swartz	Substitute Teacher Substitute Aide	\$100 per day \$14.20 per hour	n/a	02/07/2023
Victoria E. Scott	Substitute Teacher	\$120 per day	n/a	02/07/2023
Nicole D. Hardenburgh	Substitute Teacher	\$120 per day	n/a	02/07/2023
Elijah A. Rawleigh	Substitute Aide	\$14.20 per hour	n/a	02/07/2023
Judy L. Gracey	4-hour Food Service Helper	\$14.20 per hour	1-yr. probationary appt.	02/07/2023
Candice B. Grose	4-hour Food Service Helper	\$14.20 per hour	1-yr. probationary appt.	02/07/2023
Bryan E. Weed	Substitute Teacher Substitute Aide	\$105 per day \$14.20 per hour	n/a	02/07/2023
Dustin H. Morenz	Substitute Food Service Helper	\$14.20 per hour	n/a	02/07/2023
Chandra A. Chrisman	Substitute Food Service Helper	\$14.20 per hour	n/a	02/07/2023
Alicia M. Shannon	Substitute Aide Substitute Food Service Helper	\$14.20 per hour \$14.20 per hour	n/a	02/07/2023
Victoria L. Hughes	Substitute Teacher Substitute Aide Substitute Food Service Helper	\$105 per day \$14.20 per hour \$14.20 per hour	n/a	02/07/2023

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

18. 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 Kimberly Shuler, seconded by Jamie Lee, with motion approved 6 – 0.

PAID Coaching Appointments: None

UNPAID Coaching Appointments:

Name	Sport / Season Winter/Spring 2022-2023	Coaching Certification	Effective Date
Alan Rawleigh	Varsity Wrestling - Assistant	Temporary Coaching License	Emergency apt. eff. 1/17/2023

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 ****

I. 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:

- **Grace C. Swartz** – Substitute Teacher
- **Victoria E. Scott** – Substitute Teacher
- **Nicole D. Hardenburgh** – Substitute Teacher
- **Elijah A. Rawleigh** – Substitute Aide
- **Bryan E. Weed** – Substitute Teacher
- **Dustin H. Morenz** – Substitute Food Service Helper
- **Chandra A. Chrisman** – Substitute Food Service Helper

Motion for approval by Tiffany Orcesi, seconded by Kimberly Shuler, with motion approved 6 – 0.

J. SUPERINTENDENT REPORTS

20. Business Administrator Wheeler shared information regarding the State Budget projections and that discussions have begun for a future Capital Project.
21. Superintendent Moore reported there has been multiple student events this month including National Junior Honor Society Induction, Bi-County Chorus, Robotics Competition, and a musical production scheduled for the upcoming weekend. He also shared Remote Learning Day preparations are being conducted in the event it is warranted.

K. CORRESPONDENCE LOG

22. Correspondence Log

L. ITEMS FOR NEXT MEETING

23. **Monday – March 13, 2023 – Regular Meeting will begin at 5:30 p.m.**

M. MOTION FOR ADJOURNMENT

24. **There being no further business or discussion**, a motion is requested to adjourn the regular meeting. Motion for approval by Kimberly Shuler, seconded by Natalie Hurley, with motion approved 6 – 0. Time 6:45 p.m.

Respectfully submitted,

Lisa Leubner, District Clerk

*Supporting documents may be found in supplemental file dated February 6, 2023.