

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

REGULAR MEETING
January 9, 2023 – 5:30 p.m.
General Brown Room of the Jr. Sr. High 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; 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 Jamie Lee, seconded by Tiffany Orcesi, with motion approved 6 – 0.

B. PRESENTATIONS – None

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 Kimberly Shuler, and seconded by Natalie Hurley, with motion approved 6 – 0.

1. Approval of Minutes as listed:
 - December 5, 2022 – Regular Meeting
 - January 3, 2023 – SPECIAL Meeting
2. Approval of Buildings and Grounds Requests as listed:
JSHS – Gymnasium – Sunday, January 15, 22, 29, 2023 from 3:00 p.m. to 7:00 p.m. – USA Volleyball
3. Approval of Conferences and Workshops as listed:
 - Kelly Milkowich – NYSSBA 2023 Live Virtual Capital Conference – February 10, 2023
 - Jason Reynolds – NYSSBA New Member training – Fiscal Oversight Fundamentals and Essentials of School Board Governance – On-line
4. Approval of Conferences and Workshops as per *My Learning Plan Report*
5. Approval of Financial Reports – Warrants – November 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
 - Mrs. Nabinger/Ms. Scott commented that it was a very busy December and it was great to have the holiday concerts back in person.
 - Mr. Folino shared information about the Community Service Initiative and Brilliant Pathways.
 - Mr. Shepard shared there are 2 buses out for repairs and that referrals have been down.

Items for Board Information/Discussion

3. Board Information - Invitation from Jefferson-Lewis School Boards Association - **Legislative Forum** - Friday, February 3, 2023 at 3:00 p.m./Jefferson Lewis BOCES - Please RSVP to Mrs. Leubner by January 27, 2023.

4. Board Information – **General Brown State Assessment Review** – 2021-2022
5. Board Information – **Settlement Agreement** between GBSRP and GBCSD for Wage Adjustments based on New Hires’ Starting Rates.
6. Board Information – **Curriculum Coordinator** position provided through Jefferson-Lewis BOCES, **Sarah Carpenter**, beginning January 3, 2023.
7. Board Information – Income Ceilings for **Senior Citizens School Tax Exemptions**

Items for Board Discussion / Action

8. Board Action – Approval is requested for the adoption of the **2022-2023** District Strategic Plan Goals Motion for approval by Tiffany Orcesi, seconded by Kimberly Shuler, with motion approved 6 – 0.
9. Board Action – Policy adoption
 - **2nd Reading/Adoption – New Policy - #3400 - Title IX Grievance Process**
 - **2nd Reading/Adoption – Revised Policy - #3440 – Nondiscrimination in Public Accommodations**
 - **2nd Reading/Adoption – Revised Policy - #6121 – Prohibition of Discrimination and Harassment (Including Sexual Harassment in Employment)**
 - **2nd Reading/Adoption – Revised Policy - #7550 – Prohibition of Discrimination, Harassment and Bullying (DASA)**
 - **2nd Reading/Adoption – Revised Policy - #7590 – Nondiscrimination in Educational Services**
 Motion for approval by Jamie Lee, seconded by Kimberly Shuler, with motion approved 6 – 0.
10. Board Action – Policy Revision
 - **Revised Policy #5621 - Accounting of Fixed Assets previously revised on August 8, 2022 to incorporate the word “leased”.**
 Motion for approval of Natalie Hurley, seconded by Tiffany Orcesi, with motion approved 6 – 0.
11. Board Action – Approval is requested for 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 a **Lead Evaluator of Principals**, therefore, **BE IT RESOLVED, that upon recommendation of the Superintendent of Schools, the following be certified as Lead Evaluator of Principals:**
 - **Brian A. Moore (12/13/2022)**
 Motion for approval of Jason Reynolds, seconded by Natalie Hurley, with motion approved 6 – 0.
12. Board Action – Approval is requested for the **Corrective Action Plan (CAP)** for the 2021-2022 fiscal year as attached. Motion for approval by Kimberly Shuler, seconded by Jamie Lee, with motion approved 6- 0.
13. Board Action – Approval is requested to accept a donation from **Bridgeview Real Estate of \$500** in support of the District Backpack Program. Motion for approval by Natalie Hurley, seconded by Jason Reynolds, with motion approved 6 – 0.
14. Board Action – Approval is requested for the **Committee on Special Education Reports** Motion for approval by Tiffany Orcesi, seconded by Kimberly Shuler, with motion approved 6 – 0.

F. ITEMS FOR BOARD ACTION – PERSONNEL

15. 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 that **Amy O’Riley** be recognized as a **School Social Work Intern** for the period of time from January 17, 2023 to May 5, 2023. Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with motion approved 6 – 0.
16. 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 – **Rebecca Taylor**

Motion for approval by Jason Reynolds, 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 Jamie Lee, seconded by Tiffany Orcesi, with motion approved 6 – 0.

17. Board Action – Retirements:

Name	Position	Effective Date
Michelle A. Lamon	English Teacher	07/01/2023
Nancy K. Hardwick	Elementary Teacher	02/28/2023

18. Board Action – Resignations:

Name	Position	Effective Date
Tracy L. Baxter	5-hour Food Service Helper	01/09/2023

19. Board Action – Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if appl.)	Effective Date
Pamela S. Mancino	Bus Driver-5 Hour	\$17.72 per hour	n/a	01/10/2023
Tyler D. Finley	Substitute Cleaner (Student worker)	\$14.20 per hour	n/a	01/10/2023
Tracy L. Baxter	Cashier	Unchanged	n/a	01/10/2023
Mikel J. Fiske	Cleaner	\$14.20 per hour	1-year Probationary Appointment	01/10/2023
Melissa Gibson-Weekes	5-Hour Food Service Helper (was 4-Hour)	Unchanged	n/a	01/10/2023
Nicholas B. St. John	Substitute Cleaner (Student worker)	\$14.20 per hour	n/a	01/10/2023
Emma L. Dupree	Substitute Teacher Aide	\$14.20 per hour	n/a	01/10/2023
Dylan C. Hewitt	Substitute Cleaner (Student worker)	\$14.20 per hour	n/a	01/10/2023

H. 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 coaching appointments, with *effective dates* as listed, is made by Tiffany Orcesi, seconded by Kimberly Shuler, with motion approved 6 – 0.

PAID Coaching Appointments:

Name	Sport / Season Spring 2023	Coaching Certification	Effective Date
Shawn McManaman	Varsity – Baseball Coach	Temporary Coaching License 1 st Renewal	03/13/2023 conditional apt. pending completion of CPR
Alan Rawleigh	Varsity - Baseball Assistant	Temporary Coaching License 2nd to 4 th Renewal	03/13/2023 conditional apt. pending completion of CPR
Andrew Derouin	Varsity – Boys’ Lacrosse Coach	Teacher Coach	03/13/2023 conditional apt. pending completion of 1st Aid and CPR
Jonathan Maher	Varsity – Boys’ Lacrosse Assistant	Teacher Coach	03/13/2023
Benjamin Hanson	Jr. Varsity – Boys’ Lacrosse Coach	Temporary Coaching License 1 st Renewal	03/13/2023
Brennen Derouchie	Jr. Varsity – Boys’ Lacrosse Assistant	Temporary Coaching License 1 st Renewal	03/13/2023
Jason Stowell	Varsity-Girls’ Lacrosse Coach	Temporary Coaching License	03/13/2023
James Covey	Varsity – Golf Coach	Teacher Coach	03/13/2023
Lindsay Hanson	Varsity – Softball Coach	Teacher Coach	03/13/2023
Lindsay Labiendo	Varsity – Softball Assistant	Teacher Coach	03/13/2023 conditional apt. pending completion of CPR
Staci Martin	Jr. Varsity – Softball Coach	Teacher Coach	03/13/2023
Hannah Smithers-Worden	Modified – Softball Coach	Teacher Coach	04/03/2023
Chad Parker	Modified – Boys’ Lacrosse Coach	Professional License	04/03/2023 conditional apt. pending Concussion and CPR

Michael Chitro Christopher Delano	Modified – Baseball Coach Modified – Lacrosse Assistant	Temporary Coaching License 1 st Renewal Professional License	04/03/2023 04/03/2023 conditional apt. pending Concussion and 1 st Aid 04/03/2023
Brian Nortz	Modified – Golf Coach	Teacher Coach	

UNPAID Coaching Appointments:

Name	Sport / Season Winter/Spring 2022-2023	Coaching Certification	Effective Date
Chad Parker Gary Black	Boys’ Basketball - Modified - Assistant Boys’ Basketball - Modified - Assistant	Temporary Coaching License Temporary Coaching License 2 nd to 4 th Renewal	01/10/2023 01/10/2023
Matthew Burgenstock Monica Makuch	Jr. Varsity – Softball Assistant Modified – Softball Assistant	Temporary Coaching License Temporary Coaching License	03/13/2023 04/03/2023

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

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:

- **Matthew J. Burgenstock** – Coach
- **Mikel J. Fiske** – Cleaner
- **Emma L. Dupee** – Substitute Teacher Aide

Motion for approval by Natalie Hurley, seconded by Jason Reynolds, with motion approved 6 – 0.

J. SUPERINTENDENT REPORTS

22. Business Administrator Wheeler reported that she has been looking at items to help with budget planning, reviewing Insurance Policies and Stimulus Funds.
23. Superintendent Moore reported that the district has been looking at updated safety measures for the buildings. Data for the Instructional Staff is a focal point of the upcoming Superintendent’s Conference Day.

K. CORRESPONDENCE LOG

24. Correspondence Log

L. ITEMS FOR NEXT MEETING

25. **Monday – February 6, 2023 – Regular Meeting will begin at 5:30 p.m. in the cafeteria at the Dexter Elementary Building**

M. PROPOSED EXECUTIVE SESSION

26. **A motion is requested to enter an executive session** for the discussion of General Brown Teacher Association collective negotiations pursuant to Article 14 of the Civil Service Law.

Motion for approval by Natalie Hurley, seconded by Jason Reynolds, with motion approved 6 – 0. Time 6:27 p.m.

N. RETURN TO OPEN SESSION

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

Motion for approval by Kimberly Shuler, seconded by Tiffany Orcesi, with motion approved 6 – 0. Time 7:08 p.m.

O. MOTION FOR ADJOURNMENT

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

Motion for approval by Jason Reynolds, seconded by Jamie Lee, with motion approved 6 – 0. Time 7:09 p.m.

Respectfully submitted,

Lisa Leubner, District Clerk

*Supporting documents may be found in supplemental file dated January 9, 2023.

Unapproved