

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

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

**REGULAR MEETING**

**June 12, 2023 – 5:30 p.m.**

Library/ Jr. Sr. High School

**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; 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; Joseph Folino, Assistant Principal Jr.-Sr. High School; Sarah Carpenter, Curriculum Coordinator; Janelle Dupee, Dexter Elementary Principal; Joseph Watson, Director of Facilities; Michael Parobeck, Network Administrator; William Shepard, Director of Transportation; Faculty, Parents, Students, and Community Members.

**A. APPROVAL OF AGENDA**

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

**B. BOARD ACTION – PERSONNEL – Tenure**

1. Board Action – **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education of the General Brown Central School District hereby takes action to grant tenure to the following individuals:

- **Nicholas B. Elkin** in the tenure area of Physical Education, effective August 19, 2023
- **Kathryn A. Chambers** in the tenure area of Elementary Education, effective September 1, 2023
- **Amy O’Riley** in the tenure area of Special Education, effective September 1, 2023
- **Rebecca A. Taylor** in the tenure area of Special Education, effective September 1, 2023
- **Wendy S. Yodice** in the tenure area of Special Education, effective September 1, 2023
- **Alexander J. Finley** in the tenure area of Art, effective September 1, 2023
- **Matthew D. McCarthy** in the tenure area of Driver Education, effective September 1, 2023
- **Jose’ Bernier** in the tenure area of Social Studies 7-12, effective September 1, 2023

Motion for approval by Jamie Lee, seconded by Natalie Hurley, with motion approved 7 – 0.

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

Whereas, **Mauro A. Orcesi**, entered into a long-term elementary teacher assignment on 9/1/2018 while holding valid New York State Teacher Certification and continued in that position for the remainder of the 2018-2019 school year. Whereas Mauro Orcesi was appointed by the General Brown Board of Education as an elementary teacher on 9/1/2019.

**Now therefore be it resolved**, that Mr. Orcesi, will have his initial probationary appointment corrected from 9/1/2019 to 9/1/2018. As a result of this action Mr. Orcesi’s tenure date is also corrected from 9/1/2023 to 9/1/2022. It is further resolved that Mr. Orcesi is retroactively awarded tenure as of 9/1/2022.

Motion for approval by Albert Romano, seconded by Natalie Hurley, with motion approved 7 – 0.

**C. TENURE CELEBRATION**

At this time the Board of Education adjourned to celebrate with those who have been awarded tenure tonight. Thank you to the family members who are also in attendance this evening to share in these achievements.

— The Board resumed the meeting at 5:40

**D. AUDIT COMMITTEE MEETING** – (See Audit Meeting agenda)

Following adjournment of the Audit Committee Meeting:

1. Board Action – **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **Internal Claims Auditor Report** as provided by Mr. Alvin Hasner, Internal Claims Auditor.

Motion for approval by Natalie Hurley, seconded by Jamie Lee, with motion approved 7 – 0.

— Regular Agenda continued

E. **PRESENTATIONS** – K-6 ELA Presentation – Sarah Carpenter, Erin Heller and Mary Paige

F. **PUBLIC COMMENT REQUESTS** – None

G. **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 7 – 0.

1. Approval of Minutes as listed:
  - May 8, 2023 – Regular Meeting
  - May 8, 2023 – Budget Hearing-Annual Meeting
  - May 16, 2023 – Annual Budget Vote/Board of Education Election
2. Approval of Buildings and Grounds Requests as listed:
  - JSHS – Auditorium – Sunday, June 11, 2023 from 1:00 p.m. to 6 p.m. – Artistic Designs Dance Co. - Dance Recital
  - JSHS – Baseball Field – Tuesday through Thursday – June, July and 1<sup>st</sup> two weeks of August, 2023 - Summer League Baseball
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 – April 2023

H. **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. Hill reported that she went to the Exceptional Games this year and that it was a great experience for all involved. Kindergarten screening is complete for this year and it went well.

**Items for Board Information/Discussion**

3. Board Information – Policy Review
  - 1<sup>st</sup> Reading – **Revised Policy - #8450** – Home Tutoring (Homebound Instruction) changed to Homebound Instruction
  - 1<sup>st</sup> Reading – **New Required Policy-#7600** – Special Education Programs and Services to replace Policies #7610, 7611, 7615, and 7631.
4. Board Information – Letter from **Northern Regional Center for Independent Living (NRCIL)** family peer advocate.
5. Board Information – As many as 20 students will be hired as summer workers at the hourly substitute pay rate.
6. Board Information – There are 18 curriculum projects that 37 staff members will be participating in over the summer.
7. Board Information – 12-Month staff summer work schedule

**Items for Board Discussion / Action**

8. Board Action - Approval of the following resolution: **NYS DOT Land Acquisition**

**WHEREAS**, the General Brown Central School District (the “District”) owns certain real property on NYS Route 12E in the Town of Brownville and identified as tax parcel # 73.17-1-28 (the “Property”); and

**WHEREAS**, the Property is not used for school purposes and consists of vacant land on which are situated advertising billboards from which the District receives revenue; and

**WHEREAS**, the District has received notification from the State of New York Department of Transportation (“DOT”) that a portion of the Property is being appropriated in

connection with a realignment of NYS Route 12E, which appropriation will not affect the ownership of the land upon which the advertising billboards are situated; and

**WHEREAS**, in connection with the appropriation the District will receive compensation for the public taking and has the option to receive this compensation as an advance payment or as a full settlement; and

**WHEREAS**, by receiving the offered compensation as an advance payment the District retains the right to negotiate for additional compensation, if warranted and justified, and right to file a claim with the Court of Claims, within a three-year period from the date DOT delivers the Notice of Appropriation to the District.

**THEREFORE, BE IT RESOLVED** by the Board of Education of the General Brown Central School District that:

1. The Board shall hereby accept the proffered payment of compensation from the State of New York as an advance payment.
2. The Board hereby endorses and authorizes the Board President to execute appropriate documents on its behalf.
3. The Board directs the Superintendent of Schools to take all reasonably necessary measures to facilitate the terms of this resolution.

**BE IT FURTHER RESOLVED**, that this resolution takes effect immediately upon its adoption.

Motion for approval by Tiffany Orcesi, seconded by Jason Reynolds, with motion approved 7 – 0.

9. Board Action – **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to **authorize the transfer of funds into the following reserve accounts**, in the amounts not to exceed the following:
  - TRS Reserve - \$140,000
  - Capital Reserve - \$1,300,000

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

10. Board Action – **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to **authorize the use of the EBLAR reserve in the amount of \$10,000 and the inter-fund transfer of \$8,000 from debt service.**

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

11. Board Action - Approval is requested to accept a **donation from the Northern New York Community Foundation / Safe Schools Endeavor grant** in the amount of \$1,500.

Motion for approval by Natalie Hurley, seconded by Kimberly Shuler, with motion approved 7 – 0.

12. 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 Tiffany Orcesi, seconded by Kimberly Shuler, with motion approved 7 – 0.

13. Board Action – Approval is requested for the **Committee on Special Education Reports.**

Motion for approval by Natalie Hurley, seconded by Kimberly Shuler, with motion approved 7 – 0.

**I. 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 approves and ratifies the **Memorandum of Agreement with the General Brown Teachers' Association (GBTA) dated May 16, 2023, for a new four (4) year collective bargaining agreement from July 1, 2023 to June 30, 2027**, and, further, authorizes the Superintendent of Schools to sign the resulting final collective bargaining agreement consistent therewith.

Motion for approval by Jason Reynolds, seconded by Jamie Lee, with motion approved 7 – 0.

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 approves the **Management/Confidential Handbook** as revised.

Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 7 – 0.

- 16. Board Action - **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education hereby approves the following individuals as summer school instructors for the **Summer Program**. Their appointment is conditional upon sufficient enrollment. Each instructor will be reimbursed for (4) four hours each day worked at the GBTA contractual hourly curriculum rate.

Jr/Sr High School	Elementary K-6
Alexiah Yerdon	K-Misty Pacini
Tracy Strock	1-Tricia Nortz
Wendy Johnson	2-Staci Martin
Rebecca Taylor	3-Mary Paige
Lisa VanBrocklin	4-Ayesha Hunt
Julia Nieves-Soto	5/6 Joshua Velasquez

Motion for approval by Natalie Hurley, seconded by Jamie Lee, with motion approved 7 – 0.

- 17. Board Action - **BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools**, approval is requested for the **Management/Confidential salary increases for the 2023-2024 school year**, in an amount not to exceed \$46,000 to be distributed by the Superintendent of Schools to eligible employees. This figure does not include any longevity stipends pursuant to the Management/Confidential Handbook.

Motion for approval by Tiffany Orcesi, seconded by Jamie Lee, with motion approved 7 – 0.

- 18. 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 **Memorandum of Agreement by and between the GBCSD, Sarah Carpenter, and General Brown Administrators’ Association (GBAA)** and to add the title of **Curriculum Coordinator** to Article 1 in the GBAA Contract that runs until June 30, 2026.

Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 7 – 0.

- 19. 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 **Memorandum of Agreement between GBCSD and Christine Kennedy**. Ms. Kennedy is further reappointed as School Safety Officer effective July 1, 2023 at \$52,375 annually as per agreement.

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

- 20. 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 agreement with Christine E. Kennedy** to serve as the District’s SSO, and that the Board of Education authorizes Ms. Kennedy to carry a firearm while on duty, and that this Resolution shall serve as written authorization to do the same.

Motion for approval by Tiffany Orcesi, seconded by Jason Reynolds, with motion approved 7 – 0.

- 21. 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 **Memorandum of Agreement between GBCSD, Brian Nortz and Grown Brown Teachers’ Association (GBTA)**. Mr. Nortz is further appointed as **Athletic Coordinator** effective July 1, 2023 with an annual stipend of \$10,500.

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

- 22. 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 **Memorandum of Agreement between GBCSD, and GBTA**.

Motion for approval by Jason Reynolds, seconded by Kimberly Shuler, with motion approved 7 – 0.

- 23. Board Action – Approval is requested to recognize the hard work our employees do each day and provide all **12-month employees** an additional day off on July 3rd, 2023.

Motion for approval by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 7 – 0.

**J. 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 Natalie Hurley, seconded by Tiffany Orcesi, with motion approved 7 – 0.

24. Board Action – Retirements: None

25. Board Action – Resignations:

Name	Position	Effective Date
Scott E. Elliott	Elementary Teacher	06/30/2023
Monique A. Merchant	Typist	06/30/2023
Randy J. VanTassel	Bus Driver	06/30/2023

26. Board Action – Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if appl.)	Effective Date
Dustin H. Morenz	Substitute Cleaner	\$14.20 per hour	n/a	Emergency appt. effective 5/22/2023
Kyle S. Bond	Cleaner	\$16.00 per hour	1 year probationary appointment	06/13/2023
Lori A. Guerriero	School Nurse	\$36.00 per hour	1 year probationary appointment	07/26/2023
Hannah E. Kovalik	School Nurse	\$33.00 per hour	1 year probationary appointment	07/01/2023
Dustin H. Morenz	Cleaner	\$15.20 per hour	1 year probationary appointment	06/13/2023
Sarah L. Carpenter	Curriculum Coordinator	\$87,500 annually	4 year probationary tenure appt. in the area of School District Administrator effective July 1, 2023 to July 1, 2027	07/01/2023
Monique A. Merchant	7-Hour Teacher Aide	\$16.56 per hour	1 year probationary appointment. Ms. Merchant is filling a vacancy created by the retirement of Diane Flath.	07/01/2023
Randy J. VanTassel	Substitute Bus Driver	Per the 2023-24 Substitute Pay Rate	n/a	07/01/2023
Amy O’Riley	School Social Worker	Unchanged	Transfer from a tenured appt. as Special Educator assigned to the JSHS to a 3-year probationary appt. with initial assignment continuing at the JSHS. Ms. O’Riley’s anticipated tenure date is September 6, 2026 she is filling a newly created position.	09/06/2023

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

27. Board Action – In the event that the season is shortened, stipends will be prorated in proportion to the actual duration of service. Appointments are conditional upon completing all NYSED coaching requirements as listed below.

A motion for approval of the following coaching appointments, with *effective dates* as listed, is made by Albert Romano, seconded by Natalie Hurley, with motion approved 7 – 0.

**PAID** Coaching Appointments:

Coach	Fall Season 2023-24	Position
Megan Schweitzer	Varsity Cheerleading	Head Coach
William Covey	Varsity Tennis	Head Coach
Michael Hartle	Varsity Cross Country	Head Coach
Nicholas Nortz	Varsity Boys’ Soccer	Head Coach
Matthew Milkowich	Varsity Girls’ Soccer	Head Coach
Monica Makuch	Varsity Girls’ Soccer	Assistant
Amy O’Riley	Jr/Varsity Girls’ Soccer	Head Coach
Gary Black	Varsity Football	Head Coach
Andrew Shaw	Varsity Football	Assistant

<b>Shawn McManaman</b>	Jr/Varsity Football	Head Coach
<b>Mayson Delosh</b>	Jr/Varsity Football	Assistant
<b>Chris Beebe</b>	Modified Football	Head Coach
<b>Tim Boshane</b>	Modified Football	Assistant
<b>Melissa Grimes</b>	Modified Girls' Soccer	Head Coach
<b>Phil Jenner</b>	Modified Boys' Soccer	Head Coach
<b>Winter Season 2023-24</b>		
<b>Brett Neddo</b>	Varsity Boys' Basketball	Head Coach
<b>Janelle Ferris</b>	Varsity Girls' Basketball	Head Coach
<b>Carrie Lasage</b>	Varsity Girls' Volleyball	Head Coach
<b>Amy O'Riley</b>	Jr/Varsity Volleyball	Head Coach
<b>Michael Hartle</b>	Varsity Boys' Wrestling	Head Coach
<b>Spring Season 2023-24</b>		
<b>Shawn McManaman</b>	Varsity Baseball	Head Coach
<b>Andrew Derouin</b>	Varsity Boys' Lacrosse	Head Coach
<b>Benjamin Hanson</b>	Jr/Varsity Boys' Lacrosse	Head Coach
<b>Jason Stowell</b>	Varsity Girls' Lacrosse	Head Coach
<b>Lindsay Hanson</b>	Varsity Softball	Head Coach
<b>Lindsay Labiendo</b>	Varsity Softball	Assistant
<b>Staci Martin</b>	Jr/Varsity Softball	Head Coach
<b>Jim Covey</b>	Varsity Golf	Head Coach

**UNPAID Coaching Appointments:**

<b>Coach</b>	<b>Fall Season 2023-2024</b>	<b>Position</b>
<b>Benjamin Deskins</b>	Varsity Boys' Soccer	Assistant
<b>Justin Hall</b>	Varsity Football	Assistant
<b>Mark Heller</b>	Varsity Football	Assistant
<b>Drew Heise</b>	Jr/Varsity Football	Assistant
<b>Adam Brown</b>	Jr/Varsity Football	Assistant
<b>Dylan Davis</b>	Jr/Varsity Football	Assistant
<b>Alan Rawleigh</b>	Varsity Football	Assistant
<b>Rob Pauly</b>	Modified Football	Assistant
<b>Joshua Velasquez</b>	Modified Football	Assistant
<b>Brennen Derouchie</b>	Modified Boys' Soccer	Assistant

**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

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

28. 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:

- **Kyle S. Bond** – Cleaner
- **Lori A. Guerriero** – School Nurse
- **Hannah E. Kovalik** – School Nurse
- **Sarah L. Carpenter** – Administrator
- **Mayson M. Delosh** - Coach

Motion for approval by Jamie Lee, seconded by Jason Reynolds, with motion approved 7 – 0.

**M. SUPERINTENDENT REPORTS**

29. Business Administrator – Mrs. Wheeler shared that the ELC Grant allowed purchases of cleaning supplies, fans, and equipment. She is working with the Food Service Director on the CEP program in hopes that breakfast and lunch could be free to students next year. She also reported on options that are being researched for some outside light poles at the Jr/Sr High School and that the blinking lights on Route 12E in front of the JSHS are working now.
30. Superintendent – Mr. Moore reported that it was nice to see the awards ceremony for 7<sup>th</sup> & 8<sup>th</sup> graders reinstated. He shared there were many student volunteers and musicians that participated in the General Brown days. He shared some future items are a Bus Driver recruitment plan, Capital Project meetings, a new GB Website and painting throughout the buildings.

**N. CORRESPONDENCE LOG**

31. Correspondence Log

**O. ITEMS FOR NEXT MEETING**

32. ***Monday – July 10, 2023 – Annual Organizational Meeting will begin at 5:30 p.m. in the General Brown Room*** of the Jr.-Sr. High School, and will be immediately followed by the ***Regular Monthly Meeting***.

**P. PROPOSED EXECUTIVE SESSION**

33. **A motion is requested to enter executive session** for the discussion of the performance history or employment history of 2 particular employees.

Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with motion approved 7 – 0. Time 6:40 p.m.

— The following motions were provided by Brian Moore clerk pro-tem.

**Q. RETURN TO OPEN SESSION**

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

Motion for approval by Tiffany Orcesi, seconded by Kimberly Shuler, with motion approved 7 – 0. Time 7:42 p.m.

**R. MOTION FOR ADJOURNMENT**

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

Motion for approval by Jamie Lee, seconded by Kimberly Shuler, with motion approved 7 – 0. Time 7:43 p.m.

Respectfully submitted,

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Lisa Leubner, District Clerk

\*Supporting documents may be found in supplemental file dated June 12, 2023.