

GOUVERNEUR CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
GOUVERNEUR NEW YORK 13642
REGULAR BOARD MEETING

SEPTEMBER 27, 2021

I. CALL TO ORDER

The REGULAR MEETING of the Board of Education of Gouverneur Central School District was called to order by President David Fenlong, at 5:30 P.M., EDT in the High School Auditorium, leading those present in the Pledge of Allegiance.

Trustees Present: Todd E. Bates, Brooke Bush, Dr. William Cartwright, David Fenlong, Naaman Lowry, Lisa McGregor, Nickolas Ormasen, Laurie M. Roberts, Laura Spicer.

Also Present: Jacquelyn L. Kelly, Superintendent of Schools; Carol LaSala, Business Manager; Tatia Z. Kennedy, District Clerk.

II. COMMENT PERIOD

President David Fenlong opened the floor for public comment; no comments were offered from guests. Mr. Fenlong thanked everyone for their contributions throughout the pandemic, saying, “Your skills are never more in demand, and you continue to make a difference,” adding the Board is with them every step of the way.

III. DISCUSSION

A. COVID Update

Superintendent Jacquelyn L. Kelly announced that weekly updates are posted on the school’s website relative to the number of positive COVID cases each week. She reported that for September 18-24 the district had the following positive COVID numbers: high school – 3; middle school – 3; and elementary – 5, with approximately 125 students quarantined as a result of close contact to these cases. That reflects fewer positive cases than weeks one and two, and we are continually working to adjust practices and protocols to reduce the number of those contacts exposed to a positive case. Mrs. Kelly shared that CRRSA (Coronavirus Response and Relief Supplemental Appropriation) funding would be reallocated to use for a tutoring program, virtual to start, for students at all levels, as well as additional clerical staff to support the overwhelming attendance and transportation needs at the elementary and middle schools and additional nursing support for afterhours work. Trustee Roberts asked for clarification regarding the virtual tutoring and synchronous remote learning during the day. Superintendent Kelly said the virtual tutoring is after the school day, similar to the extended day program. The synchronous learning is virtual instruction for kids who are quarantined or in isolation, and there is a period of time each day the teachers are live and synchronous with those students, and they will also push out work throughout the day. Trustee Spicer asked for more specifics on how the district was reducing exposure; Mrs. Kelly responded that if students are socially distanced four feet during the day, with masks on, they won’t be quarantined. The district has moved furniture or moved learning spaces to ensure that students are distanced more than the minimum three-foot radius where possible, and constantly reminding people of the importance of mask wearing.

B. Student Board Representative

Board members welcomed student board representative Cole Siebels to his first meeting. In his report, Mr. Siebels told the Board about the GHS Spirit Week, September 19-25, 2021, saying the majority of students were happy to get back in the building and have a sense of normalcy. He predicted after the events of the week that the younger grades will be likely to participate more in the future, and he commended the cooperation between the teachers and students.

IV. FINANCIAL REPORT

A. July 1, 2021 – August 31, 2021, School Lunch Fund Report

(See Sheet #1, Board Minutes File Folder)

Business Manager Carol LaSala shared the Summer Feeding Program statement of revenues and expenses. The reimbursement rate is higher and is based on providing meals 7 days/week due to the pandemic, resulting in almost \$143,000 worth of state and federal reimbursement, contributing to a net revenue of over \$77,000. Elementary students in the summer school program ate on site, everyone else picked up meals, and Ms. LaSala commended the summer cafeteria staff for the top-quality job they did. Ms. LaSala stated she didn’t know how long the higher reimbursement rate would continue, adding that until at least the end of this school year all students eat for free. Responding to questions, Ms. LaSala confirmed the excess money stays in the school lunch fund and is being used for upgraded walk-in coolers and other cafeteria upgrades that didn’t get done in the last capital project.

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IV. FINANCIAL REPORT (CONTINUED)

B. General Fund Results of Operations 06/30/2021

(See Sheet #2, Board Minutes File Folder)

Business Manager LaSala summarized the four-page report. The revenue dashboard shows we collected almost 97% of what we budgeted. She reminded board members that the total revenue budget had \$4.2 million appropriated that did not get used, as well as a 20% deduct which didn't happen. She commented that the opposite extremes from building the budget during a very precarious situation to how we ended up almost \$2.7 million ahead was an unexpected but very pleasing outcome. The expenditure dashboard showed we spent 90% of what we budgeted, also ending in a much better position than she anticipated. The financial summary page shows total revenues from the prior year and the current year. Elaborating on the surplus, she stated it was due to transportation expenses being down \$1.1 million because of remote learning; salary and benefits were down \$1.4 million because we didn't utilize substitutes or fill resignations, athletics and extra curriculars were not fully spent; and buildings & grounds expenses were also down \$588,000. The last page was the fund balance spreadsheet, where she explained that the surplus went to the reserved fund balance, including \$3 million to the capital reserve for the next project. This does bring the unappropriated fund balance to over 10%, which is not in compliance of the maximum 4%, and will be a finding on the audit. Discussion took place on using the excess for other reserves. Ms. LaSala said her research did not present any other reserves that would be beneficial that we don't already have. Trustee Roberts commented that most districts are over 4%, a good problem to have in these uncertain times.

V. UNFINISHED BUSINESS

None.

VI. CONSENT AGENDA

President David Fenlong asked if any member on the Board wished to have any item on the Consent Agenda removed for special consideration and discussion. No member asked that any items be removed.

Motion to approve Consent Agenda

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Dr. Cartwright and seconded by Trustee Naaman Lowry, that the Board of Education approve the following items as a consent agenda:

A. Minutes

Approve the Minutes of the Regular Meeting of September 13, 2021, as presented.

B. Claims Auditor's Reports

(See Sheet #3, Board Minutes File Folder)

Approve the Claims Auditor's Reports for the period 09/08/2021 – 09/24/2021, as presented.

C. CSE Business

(See Sheet #4, Board Minutes File Folder)

Approve the services, including additions, modifications, and deletions, for the following classified students, as reflected in the attached CSE Meeting Minutes report:

CSE Student ID#:

11909 5100683 5101041 5100263 11234 005101946 5101096

Vote on Consent Agenda Items

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CONSENT AGENDA APPROVED AS PRESENTED.

VII. CONSENT AGENDA – SUPERINTENDENT / PERSONNEL

President Fenlong asked if any member on the Board wished to have any item on the Consent Agenda – Superintendent / Personnel removed for special consideration and discussion. No member asked that any items be removed.

Motion to approve Consent Agenda – Superintendent / Personnel

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Laurie Roberts, and seconded by Trustee Todd E. Bates, that the Board of Education approve the following Personnel items as a Consent Agenda:

A. Resignations

Accept the request for resignation from Mandi Sanchez, from her position as ENL Teacher, effective October 22, 2021.

VII. CONSENT AGENDA – SUPERINTENDENT / PERSONNEL (CONTINUED)

B. Appointments1. Instructional

- a) Teaching Assistant. Appoint Jessica Miller, who is certified as Teaching Assistant Level 1, to the position of teaching assistant in the Teaching Assistant tenure area, at an annual salary of Teaching Assistant Step 1 in accordance with the Gouverneur Teachers' Association Agreement current salary schedule for 2021-22, prorated to September 17, 2021. The probationary period is effective 9/17/21 and is anticipated to end on 9/16/25 (unless extended in accordance with the law). This expiration date is tentative and conditional only.
- b) High School Detention Supervisors. Appoint Samuel Sochia and Pamela Easton as supervisors for detention for the 2021-2022 school year, to be paid at the contractual rate.
- c) High School Afterschool Tutoring - Instructors. Appoint the following as Tutoring Instructors for the 2021-2022 school year, to be paid at the contractual rate: Lisa Carbone, Sarah Wood, Nanette Holt, Sam Sochia, Cassandra Robillard.
- d) HS Afterschool Tutoring – Lead Teacher. Appoint Cassandra Robillard as Tutoring Program Lead Teacher for the 2021-2022 school year, to be paid at the contractual rate.
- e) Credit Recovery Program. Appoint the following as Credit Recovery Instructors for the 2021-2022 school year, to be paid at the contractual rate: Nanette Holt (English); Michael Bason (English); Michelle Benda (Physical Education).

2. Non-Instructional

- a) LPN Aide. Appoint Natalie M. Wood, to the position of LPN Aide in the non-competitive class of the civil service, commencing on October 12, 2021, at an annual salary in accordance with the Gouverneur School Related Personnel Union agreement, LPN Level 1, from the current GSRPU salary schedule, prorated to October 12, 2021. Ms. Wood's initial assignment is at the Gouverneur Middle School.

3. Substitutes

Appoint the following personnel to work as per diem substitutes, pending completion of all requirements, for 2021-2022: Kristina Bland, Lindsey Conklin, Carley Bearden, John Free, Brittany VanOrnum.

4. Extra-Curricular

Correction to Appointment: Saddle Whitaker, corrected from Softball – JV, Class 3, Step 5, to Softball – Modified, Class 4, Step 5.

C. Leaves and Leave Replacements

- a) Leave of Absence. Acknowledge the paid medical leave for tenured Employee #00113, from approximately November 1, 2021, to approximately December 22, 2021. This leave is covered under FMLA.
- b) Long-Term Substitute Appointment. Appoint Krista Jimenez, who is permanently certified in PreK-6, to the non-probationary position of long-term substitute to replace Employee 00113, effective during the leave of absence of Employee 00113. Ms. Jimenez will be compensated at the established rate of Sub Teacher 25 days.

DISCUSSION: Regarding long-term substitutes, certified teachers are used when available; otherwise, an uncertified substitute is used with oversight from a certified staff member.

Vote on Consent Agenda – Superintendent/Personnel Items

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CONSENT AGENDA – SUPERINTENDENT/PERSONNEL, APPROVED AS PRESENTED.

VIII. NEW BUSINESS

A. Outside Service Provider

(See Sheet #5, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Todd E. Bates, seconded by Trustee Laurie Roberts, to approve the agreement between the Gouverneur Central School District and Dr. Robert Russell for part-time psychologist services, to begin September 20, 2021, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. AGREEMENT BETWEEN GCSD AND DR. ROBERT RUSSELL FOR PT PSYCHOLOGIST SERVICES, APPROVED AS PRESENTED.

B. General Fund Budget Transfers for Fiscal Year Ending June 30, 2021

(See Sheet #6, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Naaman Lowry, and seconded by Trustee Brooke Bush, that the Board of Education accept the report of General Fund Budget Transfers for the fiscal year ending June 30, 2021, as presented.

VIII. NEW BUSINESS (CONTINUED)

B. General Fund Budget Transfers for Fiscal Year Ending June 30, 2021 (Cont.)

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. GENERAL FUND BUDGET TRANSFERS FOR FY ENDING 6/30/21, APPROVED AS PRESENTED.C. Annual Financial Report (ST-3) for Fiscal Year Ending June 30, 2021*(See Sheet #7, Board Minutes File Folder)*

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Dr. William Cartwright, and seconded by Trustee Laurie Roberts, that the Board of Education accept the Annual Financial Report (ST-3) for the fiscal year ending June 30, 2021, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. ANNUAL FINANCIAL REPORT (ST-3) FOR FY ENDING 6/30/21, APPROVED AS PRESENTED.D. Authorization to Declare as Surplus and Sell/Dispose of Equipment*(See Sheet #8, Board Minutes File Folder)*

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Lisa McGregor, and seconded by Trustee Laurie Roberts, that the Board of Education declare the following equipment as surplus and authorize the Business Manager to sell/dispose of the following items: 2 Vulcan Double Ovens, Various classroom furniture (as per Sheet #8).

DISCUSSION: Responding to an inquiry, Business Manager LaSala confirmed there is no use for the furniture and no available storage.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. DESCRIBED EQUIPMENT DECLARED SURPLUS AND BUSINESS MANAGER AUTHORIZED TO SELL.E. Rescind Transportation Contract

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Todd E. Bates, and seconded by Trustee Naaman Lowry, that the Board of Education rescind the Transportation Contract for a specific parent for an out-of-district student acted on at the September 13, 2021, regular meeting. The student will receive district bus transportation.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. TRANSPORTATION CONTRACT FOR SPECIFIC PARENT ACTED ON AT 9/13/21 REGULAR BOE MEETING, RESCINDED.

IX. COMMENT PERIOD

On behalf of the Board, Trustee Roberts thanked all administrators and personnel for going above and beyond and doing everything they can; a round of applause was given.

X. ADJOURN TO EXECUTIVE SESSION

Motion made by Trustee Lowry, and seconded by Trustee Roberts, to enter into executive session to discuss the employment history of a particular corporation and matters leading to the discipline of particular persons.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. MEETING ADJOURNED TO EXECUTIVE SESSION AT 6:11 PM.

RETURN TO OPEN SESSION

Open session resumed at 7:11 PM.

XI. ADJOURNMENT

There being no further business or discussion, motion made by Trustee Dr. William Cartwright, and seconded by Trustee Laura Spicer, that the Board of Education adjourn the meeting at 7:11 PM.

YEAS: All Trustees Present. NAYS: None.

MOTION CARRIED. MEETING ADJOURNED AT 7:11 PM, EDT.

Respectfully submitted,

Tatia Z. Kennedy, District Clerk

David Fenlong, President