

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

JANUARY 23, 2023

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, Mark Hendrick, Naaman Lowry, Nickolas Ormasen, Laurie M. Roberts, Laura Spicer.

Trustees Absent: Nickolas Ormasen

Also Present: Jacquelyn L. Kelly, Superintendent of Schools; Carol LaSala, Business Manager; Jessica Sullivan, Assistant Superintendent for Curriculum; Mariah Manning, Student Board Representative; Tatia Z. Kennedy, District Clerk.

II. COMMENT PERIOD

No comments were made.

III. DISCUSSION

A. Student Board Representative Report – Mariah Manning

Ms. Manning announced that the guidance office has displayed paper banners in the hallway showing the many college acceptances received by the seniors. The High School musical, *Into the Woods*, is well underway with more participants than usual, showcasing a lot of talent from students across all grades. Responding to Trustee Lowry, Ms. Manning confirmed the musical will be performed March 24-25.

B. Presentation – Architect Presentations

1. Arcadis IBI Group

The presentation was led by Dan Whelan, Project Manager. His team from the Binghamton office would provide all services needed for this project and beyond. Arcadis IBI Group is a global firm spanning 60 offices over 6 continents. They have vast experience in educational projects from elementary schools to higher education and have received many Awards of Excellence in design. Locally, they have long-term relationships with several districts and shared pictures of some of their completed projects highlighting new construction, renovations, and athletics, technically challenging spaces such as music suite areas (acoustics and storage of instruments) and food service designs. Referencing a large capital project at Massena, they showed the intricate phasing to complete a \$49 million capital referendum over 4 summers of construction. They also elaborated on how they work closely with districts on pre-referendum planning and understanding the financial picture in total and communicating with all stakeholders to keep construction moving smoothly. Their marketing team will work with the district to make sure the public understands what the project is all about, and they have been very successful in passing referendums. In addition, they have vast experience with the state education department and understand the unique requirements that will enable them to maximize aid throughout the project. Next, they showed examples of their design work on elements expected to be included in our project, including the pool area, balcony of the auxiliary gym, shop/tech rooms, music rooms, elementary cafeteria, electrical/mechanical, as well as a rendering of a new athletic complex at the middle school. In closing, they reiterated their local and regional presence and experience as well as their national K-12 experience, highlighting they are a one-stop shop for services using a multi-disciplinary approach. They are proud of the many long-term school partnerships they have, as well as abundant NYSED experience. During the follow-up Q&A, as far as coordinating the work performed by sub-contractors, they shared that they tend to work with specific consultants and have many in-house. Regarding the SED submittal, they described a detailed review at each phase that includes a page-by-page review with the district as well as a review from architects and engineers not working on the project. The timeline to implement all of our items would be done over 2-3 phases, maybe more. Most is done outside the school year, but if there is flexibility in terms of opportunities to move classes and/or students around it would be faster. They stressed they work closely with contractors and monitor what they are ordering and when, especially things with sensitive pricing. The close monitoring also refers to scheduling. Anticipating a December 2023 vote, construction would start in the summer of 2025, although there could be an opportunity to do a Phase 1 Project that could be quickly designed and done in 2024. Further discussion took place regarding funding and grants for outdoor work.

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### III. DISCUSSION (CONTINUED)

#### B. Presentation – Architect Presentations (Cont.)

##### 2. BCA Architects & Engineers

The BCA team, led by Travis C. Overton, CEO, serves over 50 districts in New York State, and BCA also performed the District's most recent Building Condition Survey. They reviewed some of the major components identified in the Building Condition Survey that include the High School exterior envelope, interior spaces, and pool; the Middle School cafeteria expansion and athletic fields; the cafeteria expansion at the Elementary school; the fuel dispensing system, bus wash bay, interior renovations, and exterior envelope at the bus garage; and miscellaneous district wide items. Proposed design concepts were then shared for our High School band/chorus rooms, pool/locker rooms, and the main office/nurse suite that showed the existing rooms with current issues highlighted, followed by a 3-D reveal of the potential renovation, emphasizing that during the actual design process meetings would take place with all stakeholders for that area. They shared their Project "timeline for success": the pre-referendum plan would include, from February – September 2023, fine-tuning the project objectives and prioritizing the scope of work, determining the budget and schedule, preparing and approving the SEQRA resolution, and setting the proposed referendum amount and date; the Board resolution for the capital project and posting of required notices as well as public meetings would happen in October 2023, and BCA would create a marketing plan utilizing our website, videos, and presentations to communicate the needs to the community; the vote could happen in November 2023. Following a successful vote, the design phase/SED submission will happen December 2023 – August 2024; the bidding phase January – February 2025, awarding of bids in March 2025, and construction could start May 2025. They concluded by stating that BCA is committed to this district and this community, adding that they have been doing current municipal work in the village as well. Responding to the same questions, they confirmed that Travis Overton would be the project manager with Taylor Woolf from the Watertown office in charge of the day-to-day design. Addressing work coordination and problem solving, they work with construction managers that are hired by the client and for anything not available in-house they bring in specialists they have worked with in the past. They stressed they would make sure school is always ready to open in September. They confirmed that they have experience with the SED process and use "a third set of eyes" to review the design to find any errors or omissions before the bid. Conversation ensued about change orders and the built-in contingency allowance and concluded with their commitment to transparency and communication.

#### C. Communications

None.

#### D. Recognition

Superintendent Kelly recognized the National Honor Society and their advisor, Mrs. Marcy Tyler. Notable events the members take part in include sponsoring two Red Cross Blood Drives per school year, and volunteer work for the Richville Fall Festival, the Gouverneur Pumpkin Festival, the Kiwanis Backpack Program, the St. James Fall Sale & Craft Fair, and much more. Members raised almost \$4,000 in the Salvation Army Red Kettle Campaign and conducted a holiday card drive to send cards to soldiers in Kuwait. She emphasized that during the first quarter NHS seniors had an Honor Roll average of 99.7, and juniors averaged 97.28. Upcoming events include Valentine Holiday Card Drive for the Brigade and Senior Citizens in St. Lawrence County, St. James Fish Fry's, Riverside Cemetery Cleanup and the Youth Bureau Trash Dash. She concluded, "This kind of community service experience is an excellent example of our district mission. These students are learning to be responsible citizens right here in Gouverneur only to use that knowledge and experience as adults in a global society. Thank you, Mrs. Tyler, and thank you to the members of the National Honor Society." Board member and the audience gave a round of applause.

### IV. FINANCIAL REPORT

#### A. Financial Report for the Period Ending December 31, 2022

*(See Sheet #1, Board Minutes File Folder)*

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Todd E. Bates, seconded by Trustee Naaman Lowry, to accept the Financial Report for the Period ending December 31, 2022.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. FINANCIAL REPORT, ACCEPTED AS PRESENTED.**

#### B. Glossary of Terms - informational

Business Manager LaSala provided board members with a list of budget terms for their reference.

## IV. FINANCIAL REPORT (CONTINUED)

C. Property Tax Cap Calculation

Business Manager LaSala shared a worksheet that utilized information known to date to calculate the estimated property tax cap. The 2022-23 increase was 1.5%; she is recommending 1.6% for 2023-24, subject to change based on any new information. The estimated tax rate per \$1000 is currently \$11.83; with a 1.6% increase that will go to \$12.00/\$1000 based on this year's full value. The amount could change when the real value is calculated for 2023-24. Using that information, she stated that a resident with Basic STAR would see an estimated tax increase of \$5.01 for a home valued at \$60,000 and \$11.67 for a home valued at \$100,000. With Enhanced STAR, the tax increase is \$0.00 for a \$60,000 home, and \$6.30 for a home valued at \$100,000. She also reviewed the history of the tax levy back to 1993-94 and pointed out that in 2004-05 the district went for 0%, but the next year there was an almost 7% increase, commenting that the small yearly increases implemented over the past few years were easier to manage. Trustee Mark Hendrick questioned whether bus purchases would change it, and Ms. LaSala replied that they are included in the capital exclusion of the tax cap calculation. Conversation ensued, with Ms. LaSala stating that the Governor's budget proposal should be released February 1, and the board will be asked to agree on the tax cap levy at the next board meeting on February 13.

## 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 Laurie M. Roberts, and seconded by Trustee Laura Spicer, that the Board of Education approve the following items, A-D, as a consent agenda:

A. Minutes

Approve the Minutes of the Regular Meeting of January 9, 2023, as presented.

B. Claims Auditor's Reports

*(See Sheet #2, Board Minutes File Folder)*

Approve the Claims Auditor's Reports for the period 01/09/23 - 01/20/23, as presented.

C. CSE Business

*(See Sheet #3, Board Minutes File Folder)*

- a) 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#:**

|         |         |         |         |         |         |
|---------|---------|---------|---------|---------|---------|
| 5102163 | 5104589 | 5102310 | 5102890 | 5103162 | 5102138 |
| 5101821 | 5104652 | 14199   | 5102739 | 5104570 | 5104126 |
| 5102194 | 5103080 | 5102769 | 5103777 | 5102193 | 11995   |
| 5100342 | 5102511 | 5101987 | 5102491 | 5102203 | 5101991 |
| 5101956 |         |         |         |         |         |

- b) CSE Personnel Action. Creation of 1:1 Aide position for Student #5104570, effective immediately.

D. Treasurer's Report – December 2022

*(See Sheet #4, Board Minutes File Folder)*

Accept the Treasurer's Report for the month of December 2022, as presented.

**Vote on Consent Agenda Items**

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. CONSENT AGENDA APPROVED AS PRESENTED.**

## VII. CONSENT AGENDA – PERSONNEL

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

**Motion to approve Consent Agenda – Personnel**

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Todd E. Bates, and seconded by Trustee Laura Spicer, that the Board of Education approve the following Personnel items, A-B, as a Consent Agenda:

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## VII. CONSENT AGENDA – PERSONNEL (CONTINUED)

A. Retirements

Accept the request for resignation for retirement purposes from Amber L. Wilcox, from her position as Physical Education Teacher, effective June 30, 2023.

B. Appointments1. Extra-Curricular

2022-23 Advisors. Approve the appointments of the 2022-2023 Advisors, to be compensated in accordance with the Club Salary Schedule of the GTA contract, as presented:

|                         |            |         |        |
|-------------------------|------------|---------|--------|
| SELECT STRINGS (.6)     | PAUL BUELL | CLASS C | Step 1 |
| CHOREOGRAPHER (MUSICAL) | PAUL BUELL | CLASS C | Step 1 |

**Vote on Consent Agenda – Personnel Items:**

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. CONSENT AGENDA – PERSONNEL, APPROVED AS PRESENTED.**

**President Fenlong thanked Mrs. Wilcox for all she has done for her students and this district and thanked Mr. Buell for his contributions to our programs.**

## VIII. NEW BUSINESS

A. BOCES referendum - informational

A vote will be held on Wednesday, February 8, 2023 for voters residing within St. Lawrence-Lewis BOCES component districts on the following two propositions:

1. The sale of the former White Hill Tower and grounds located at 2695 White Hill Road in the Town of Hopkinton for the sum of \$1.00 to St. Lawrence County.
2. The purchase of a parcel of land, in the town of Potsdam, located on State Highway 56 at the price of \$30,000.00.

There will be no tax impact to residents in any of our component districts from the sale of the Hopkinton property under the SLL BOCES ownership.

Polling places will be at the three technical centers (Northwest Tech in Ogdensburg, Southwest Tech in Fowler, and Seaway Tech in Norwood) along with the ESC building in Canton from 12 noon to 8 pm.

## IX. COMMENT PERIOD

None.

## X. EXECUTIVE SESSION

Motion made by Vice-President Todd E. Bates, and seconded by Trustee Naaman Lowry, that the Board of Education move into executive session for the purpose of discussion leading to the appointment or employment of a particular person or corporation, and to discuss litigation matters.

YEAS: All Trustees Present.    NAYS: None.

**MOTION CARRIED. MEETING ADJOURNED TO EXECUTIVE SESSION AT 8:15 PM.**

## RETURN TO OPEN SESSION

**Open session resumed at 8:35 PM.**

## XI. ADJOURNMENT

There being no further business or discussion, motion made by Trustee Laurie M. Roberts, and seconded by Vice-President Todd E. Bates, to adjourn the regular meeting at 8:35 PM.

YEAS: All Trustees Present.    NAYS: None.

**MOTION CARRIED. MEETING ADJOURNED AT 8:35 PM.**

Respectfully submitted,

[signature on file]  
Tatia Z. Kennedy, District Clerk

[signature on file]  
David Fenlong, President