

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

JUNE 26, 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., in the High School Auditorium, leading those present in the Pledge of Allegiance.

Trustees Present: Todd E. Bates, Dr. William Cartwright, David Fenlong, Mark Hendrick, Laurie M. Roberts, Laura Spicer.

Trustees Absent: Brooke Bush, Naaman Lowry, Nickolas Ormasen.

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

II. COMMENT PERIOD

Parent Tina French voiced concerns regarding staffing issues and the hiring process; the creation of a new strategic plan; and difficulties navigating parental rights information.

Parent Albert Wallace addressed the board regarding procedural protocol for medical situations; and concerns about the marching band having ample water available during performances.

III. DISCUSSION

A. Presentations

1. Staff Recognition Award – Sarah Stedman

The District Shared Decision-Making Committee selected Sarah Stedman to receive the Staff Recognition Award for the month of June. Her award stated, in part, “Not only does Ms. Stedman direct an incredible chorus, but she instills confidence and pride in her students at what they can accomplish... they leave middle school with a true love of music.”

2. BOE Recognition

Carol LaSala. Superintendent Kelly praised the retiring Business Manager, speaking of Carol’s passion to share her knowledge of school business and her commitment to leaving the district on a solid fiscal ground. President Fenlong commended Ms. LaSala with deep appreciation for her countless contributions, expertise, and ability to roll with the punches, saying, “Not many people get the opportunity to work with the best.”

Mariah Manning. The outgoing student representative was thanked for her commitment to the Board throughout the 2022-23 school year. Mariah was the senior class president and ranked first in her class, as well as a WWNV TV Channel 7 Academic All-star, and a member of the National Honor Society, band, chorus, Chamber Singers, drama club, and cross-country team. Ms. Kelly congratulated her on her recent graduation and her exceptional graduation speech, wishing her the best of luck in all of her future endeavors. Mr. Fenlong thanked her for adding her student voice to the district governance process.

B. Communications

The School Safety Plan is now posted on the District’s website for community review. A public Hearing will be held July 10 at 5:30 p.m. in the HS Auditorium for comments.

C. Student Board Representative Report – Mariah Manning

Ms. Manning concluded her term as the student board representative by letting the board know that from her perspective, the year went very well, and thanked everyone at the table for including her.

IV. FINANCIAL REPORT

Business Manager Carol LaSala took the opportunity to express heartfelt thanks for the kind words spoken about her.

June 26, 2023

V. UNFINISHED BUSINESS

A. Second Reading and Adoption of Revised Policies

(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, and seconded by Trustee Laurie M. Roberts, that the Board of Education approve the revisions to the Board Policy Manual, effective immediately, as presented:

5630 – Facilities: Inspection, Operation, and Maintenance

7130 – Non-Resident Students

7420 – Sports and the Athletic Program

8240 – Instruction in Certain Subjects

DISCUSSION: Trustee Roberts requested clarification regarding the tuition language regarding Foreign Students under an F-1 Visa and Foreign Exchange Students under a J-1 Visa on Policy 7130. Superintendent Kelly responded she would obtain more specific information to share with the Board.

Amended Motion: Trustee Laurie M. Roberts moved to amend the motion to pull Policy 7130 until the next meeting and approve Policies 5630, 7420, 8240; seconded by Trustee Laura Spicer.

YEAS: All Trustees Present NAYS: None.

AMENDED MOTION CARRIED. POLICIES 5630, 7420, 8240 REVISED AS PRESENTED.

B. 2023-2024 Board of Education Meeting Dates

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Laurie M. Roberts, and seconded by Vice-President Todd E. Bates, that the Board of Education approve the dates for school year 2023-24 for Board of Education meetings; the regular place of meeting to be the High School Auditorium, and the hour of 5:30 PM, local time, be designated as time of meetings:

July 10 – Organizational

July 31

August 21

September 11, 25

October 16

November 6, 20

December 4, 18

January 8, 22

February 12

March 4, 18

April 8, 22

May 13 – Annual Budget Hearing

[May 21 – Budget Vote and School Bd Election]

June 3, 17

DISCUSSION: Trustee Dr. William Cartwright endorsed having one meeting in December rather than two; President David Fenlong responded for planning purposes he would prefer to leave it scheduled with the option to cancel if needed.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. 2023-2024 BOARD OF EDUCATION MEETING DATES, APPROVED AS PRESENTED.

VI. CONSENT AGENDA

President 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 Vice-President Todd E. Bates, and seconded by Trustee Dr. William Cartwright, that the Board of Education approve the following items, A-e, as a consent agenda:

A. Minutes

Approve the minutes of the Regular Meeting of June 12, 2023, as presented.

B. Claims Auditor's Reports

(See Sheet #2, Board Minutes File Folder)

Approve the Claims Auditor's Reports for the period 05/31/2023 and 6/05/2023 – 6/23/2023 as presented.

VI. CONSENT AGENDA (CONTINUED)

C. CSE Business

(See Sheet #3, 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#:

5102837	5103734	5101212	5103016	5100807	5102137
5104661	5103590	5102193	5103871	5104249	5104505
5102750	5103790	5104570	5104053	5103756	5103045
5103177	5102459	5102138			

D. CPSE 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 CPSE Meeting Minutes report:

CPSE Student ID#:

5103913	5104723
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E. Treasurer's Report – May 2023

Accept the Treasurer's Report for the month of May 2023, 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 Trustee Laura Spicer, and seconded by Trustee Laurie M. Roberts, that the Board of Education approve the following Personnel items, A-F, as a Consent Agenda:

A. Managerial/Confidential Adjustments

(See Sheet #5, Board Minutes File Folder)

Approve the Managerial/Confidential Employee Adjustments for 2023-2024, as presented.

B. Appointment of Summer School Principals

Appoint the following building leaders as 2023 summer school principals:

High School – Cory Wood
Middle School – Robert Kotz
Elementary School – P. Richard Trowbridge

C. Memorandum of Agreement #1 between the Gouverneur Central School District and the Gouverneur Administrators' Association

(See Sheet #6, Board Minutes File Folder)

Approve the MOA#1 to the contract between the District and GAA to compensate Summer School principals for 2023, as presented.

D. Resignations

- Accept the request for resignation from Kimberly Richards, from her position as CSE/CPSE Chairperson, effective June 30, 2023.
- Accept the request for resignation from P. Richard Trowbridge, from his position as Elementary Assistant Principal, effective June 30, 2023.
- Accept the request for resignation from Jamie Murray, from her position as secondary Special Education teacher, effective June 30, 2023.
- Accept the request for resignation from Melissa Breckenridge, from her position as School Nurse (RN), effective July 10, 2023.

VII. CONSENT AGENDA – PERSONNEL (CONTINUED)

E. Positions

- a) Approve the recommendation to abolish one (1) Elementary Principal (11 month) position, represented by the Gouverneur Administrators' Association, effective June 30, 2023.
- b) Approve the recommendation to abolish one (1) Assistant Elementary Principal (11 month) position, represented by the Gouverneur Administrators' Association, effective June 30, 2023.
- c) Approve the recommendation to create two 12-month Elementary Principal positions, represented by the Gouverneur Administrators' Association, effective July 1, 2023.

F. Appointments1. Administrative

- a) Approve the appointment of Kimberly Richards, holding Initial certification in School Building Leader, to the position of Elementary Principal (12 month) in the Principal tenure area, effective July 1, 2023 under the terms and conditions of the Gouverneur Administrators' Association (GAA) contract. Ms. Richards will have a four-year year probationary period commencing on July 1, 2023 and anticipated to end on June 30, 2027, at an annual salary set at \$102,313 for 2023-24.
- b) Approve the appointment of P. Richard Trowbridge, holding Permanent certification in School District Administrator, to the position of Elementary Principal (12 month) in the Principal tenure area, effective July 1, 2023 under the terms and conditions of the Gouverneur Administrators' Association (GAA) contract. Mr. Trowbridge will have a four-year year probationary period commencing on July 1, 2023 and anticipated to end on June 30, 2027, at an annual salary set at \$99,000 for 2023-24.

2. Summer

- a) Approve the appointment of Nazzarena Easton as a 1:1 Aide for the 2023 Elementary Summer School program, from July 5 – August 10, 2023 (Tuesday, Wednesday, Thursday), at the rate of \$85/day to be paid from ARP funding.
- b) Approve the appointment of the following personnel for the 2023 Middle School Summer School program, from July 5 – August 10, 2023 (Tuesday, Wednesday, Thursday) as presented. Staff will be paid from ARP funding as indicated.

Teachers - \$125/day for a total of nineteen (19) days

Robert Webster (Grades 7 and 8)

Brandon Griffin (Grades 7 and 8)

Art Knauf (Special Education)

Teaching Assistants/Teacher Aides - \$85/day for a total of nineteen (19) days

Melissa Robinson

Melissa Byrns

Cherie Zira (Library)

- c) Approve the appointment of Sandra Martin, Food Service Worker, for the 2023-2024 Summer Feeding Program, to be compensated in accordance with her adjusted FTE from the 2023-24 GSRPU salary schedule.
- d) Approve the appointment of Amber Barr as a 1:1 Aide for the 2023 summer special education pre-school program from July 3 – August 18, 2023 (Monday – Thursday and Friday, August 11 and Friday, August 18), compensated at the rate of \$20.32/hour.
- e) Approve the appointment of Kelly Harmer at the Elementary school for up to 15 days for summer clerical support, compensated in accordance with her hourly rate from the 2023-24 salary schedule of her collective bargaining unit.

3. Instructional

Approve the appointment of Stephanie Plaisted, pending NYS certification in Computer Science, to the position of Computer Science (STEM) teacher in the Computer Science tenure area, effective September 1, 2023. Ms. Plaisted will have a three-year probationary period commencing on September 1, 2023 and anticipated to end on August 31, 2026. This appointment will run concurrently with her ISS appointment as Instructional Technology Specialist, and she will accrue seniority in both the Computer Science and Elementary tenure areas. Ms. Plaisted's salary is set at Step 23, B30M, in accordance with the GTA Agreement current salary schedule for year 2023-2024.

VII. CONSENT AGENDA – PERSONNEL (CONTINUED)

F. Appointments (Cont.)4. Extra-Curricular

Approve the following 2023-2024 Fall coaching recommendations, pending completion of any outstanding certification requirements, and compensated in accordance with the 2023-24 Coaching Salary Schedule of the GTA contract, as presented:

CROSS COUNTRY	SHAWN P. CUMMINGS	CLASS 1	Step 24
FOOTBALL - VARSITY	SEAN T. DEVLIN	CLASS 1	Step 24
FOOTBALL - VARSITY ASSISTANT	JUSTIN M. YOUNG	CLASS 2	Step 16
FOOTBALL JV	STEVEN M. BESAW	CLASS 2	Step 27
FOOTBALL JV ASSISTANT	DAVID M. DAILEY	CLASS 3	Step 25
FOOTBALL MODIFIED	TIMOTHY W. KNOWLTON	CLASS 4	Step 23
FOOTBALL - MODIFIED ASSISTANT	MICHAEL A. SHATTUCK	CLASS 4	Step 5
FOOTBALL ASSISTANT - VOLUNTEER	RICK L. VROOMAN	N/A	Uncompensated
FOOTBALL ASSISTANT - VOLUNTEER	FRANK D. BUSH	N/A	Uncompensated
FOOTBALL ASSISTANT - VOLUNTEER	CODY HARTLE	N/A	Uncompensated
SOCCER VARSITY BOYS	LUCAS A. HAYDEN	CLASS 1	Step 8
SOCCER BOYS MODIFIED	ROBERT WEBSTER	CLASS 4	Step 1
SOCCER VARSITY GIRLS	KURTIS P. WELLS	CLASS 1	Step 10
SOCCER GIRLS JV	ANTHONY J. WOOD	CLASS 2	Step 2
SWIM GIRLS	SADDIE R. WHITAKER	CLASS 1	Step 2
SWIM MODIFIED GIRLS	SADDIE R. WHITAKER	CLASS 4	Step 2
VOLLEYBALL JV	JOSEPH F. WAHL JR	CLASS 2	Step 3
VOLLEYBALL VARSITY	CHRISTINE V. COGNETTI	CLASS 1	Step 13

5. Substitutes

Approve the appointment of the following returning substitutes in the B&G department for the 2023-24 school year: Gabrielle Lane, Brittany Davis, Marissa Davis, Andrew Hendrickson.

Vote on Consent Agenda – Personnel Items:

YEAS: All Trustees Present NAYS: None.

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

VIII. NEW BUSINESS

A. Approval of Pre-Referendum Contract

(See Sheet #7, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Laurie M. Roberts, and seconded by Vice-President Todd E. Bates, that the Board of Education approve the following resolution:

WHEREAS, the Board of Education is considering a new Capital Construction Project; and

WHEREAS, Bernier, Carr & Associates, Engineers, Architects and Land Surveyors, PC (“BCA”) is the School District’s architect of record; and

WHEREAS, the School District and BCA wish to memorialize the terms and conditions of the pre-referendum services in the form of an agreement; now, therefore,

BE IT RESOLVED by the Board of Education of the Gouverneur Central School District as follows:

1. The Board hereby authorizes the execution of a contract for pre-referendum services between BCA Architect and the School District.
2. The terms and conditions of the pre-referendum contract shall be approved by the School District’s Administration and the School District’s legal counsel.
3. This Resolution shall take effect immediately.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. PRE-REFERENDUM CONTRACT, APPROVED AS PRESENTED.

VIII. NEW BUSINESS (CONTINUED)

B. Adopt Gouverneur School District Reserve Plan Updated June 2023*(See Sheet #8, 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 Vice-President Todd E. Bates, that the Board of Education adopt the Gouverneur School District Reserve Plan Updated June 2023 as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. GOUVERNEUR SCHOOL DISTRICT RESERVE PLAN UPDATED JUNE 2023, APPROVED AS PRESENTED.

C. Reserve Funds1. Fund Retirement Contribution Reserve Fund - ERS

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, as per General Municipal Law, Section 6-r, add additional funds to the Retirement Contribution Reserve Fund, to be accounted for in the General Fund (A827), in an amount not to exceed \$380,000, effective June 30, 2023.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. FUNDING OF RETIREMENT CONTRIBUTION RESERVE FUND - ERS, APPROVED AS PRESENTED.

2. Fund Retirement Contribution Reserve Sub-Fund - TRS

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Dr. William Cartwright, and seconded by Vice-President Todd E. Bates, that the Board of Education, as per General Municipal Law Section 6-r, add funds to the Retirement Contribution Reserve Sub-Fund – TRS, to be accounted for in the General Fund (A827.01), in an amount not to exceed \$182,000, effective June 30, 2023.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. FUNDING OF RETIREMENT CONTRIBUTION RESERVE SUB FUND - TRS, APPROVED AS PRESENTED.

3. Fund Workers Compensation Reserve

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, as per General Municipal Law Section 6-j, add funds to the Workers Compensation Reserve, to be accounted for in the General Fund (A814), in an amount not to exceed \$110,000, effective June 30, 2023.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. FUNDING OF WORKERS COMPENSATION RESERVE, APPROVED AS PRESENTED.

4. Establish and Fund Tax Certiorari Reserve for 2022-2023

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Dr. William Cartwright, and seconded by Trustee Laura Spicer, that the Board of Education, as per Chapter 588 of the Laws of 1988 amended Section 3651 of the Education Law, establish a Tax Certiorari Reserve for 2022-2023 in the amount of \$20,378.25 effective June 30, 2023, to be transferred from the unreserved fund balance, to be accounted for in the General Fund (A864) and to be used for the refund of property taxes of the fiscal year (2022-2023) in tax certiorari proceedings (judgments and claims), with the provision that all unexpended funds must be returned to the unreserved fund balance of the General Fund by the first day of the fourth fiscal year following the year for which the reserve was created (July 1, 2026), as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. ESTABLISHMENT AND FUNDING OF TAX CERTIORARI RESERVE FOR 2022-2023, APPROVED AS PRESENTED.

VIII. NEW BUSINESS (CONTINUED)

C. Reserve Funds (Cont.)5. Fund 2020 Capital Reserve Fund

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Dr. William Cartwright, and seconded by Trustee Laura Spicer, that the Board of Education, as per Education Law Section 3651, established the 2020 Capital Reserve Fund with a maximum amount of \$10,000,000, inclusive of interest with a probable term of ten years. Additional funds to be added to the 2020 Capital Reserve to be accounted for in the General Fund (A878), in an amount not to exceed \$2,582,500 to be funded by excess fund balance, effective June 30, 2023.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. FUNDING OF 2020 CAPITAL RESERVE FUND, APPROVED AS PRESENTED.

6. Fund Employee Benefit Accrued Liability Reserve Fund

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, as per General Municipal Law Section 6-p, add additional funds to the Employee Benefit Accrued Liability Reserve Fund, to be accounted for in the General Fund (A867), in an amount not to exceed \$65,500, effective June 30, 2023.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. FUNDING OF EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE FUND, APPROVED AS PRESENTED.

7. Establish and Fund 2023 Transportation Capital Reserve Fund

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Dr. William Cartwright, and seconded by Trustee Laurie M. Roberts, that the Board of Education, as per Education Law Section 3651, established the 2023 Transportation Capital Reserve Fund with a maximum amount of \$5,000,000, inclusive of interest with a probable term of ten years. Initial funding comes from a transfer from the Capital Reserve – Bus Reserve. Additional funds to be added to the 2023 Transportation Capital Reserve Fund to be accounted for in the General Fund (A878.02), in an amount not to exceed \$425,000 to be funded by excess fund balance, effective June 30, 2023.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. ESTABLISHMENT AND FUNDING OF 2023 TRANSPORTATION CAPITAL RESERVE FUND, APPROVED AS PRESENTED.

D. Outside Service Providers

(See Sheet #9, Board Minutes File Folder)

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 contracts with the following outside service providers, as presented:

- Freedom Travell Orientation and Mobility Services 9/6/23 – 8/18/24
- North Coast Therapy ESY 2023-2024 Contract Agreement for Preschool Special Classroom for Speech Therapy, Occupational Therapy and Physical Therapy Services
- North Coast Therapy ESY 2023-2024 Contract Agreement for Speech Therapy, Occupational Therapy and Physical Therapy Services
- AMN Healthcare Education Healthcare Staffing Agreement

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CONTRACTS WITH OUTSIDE SERVICE PROVIDERS, APPROVED AS PRESENTED.

VIII. NEW BUSINESS (CONTINUED)

E. Merger Requests

(See Sheet #10, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Todd E. Bates, and seconded by Trustee Laurie M. Roberts, that the Board of Education approve the Combined Teams Applications requested by Harrisville CSD for the following 2023-2024 teams, as presented:

- Girls' Swimming, All Levels
- Boys' Swimming, All Levels
- Boys' and Girls' Track, All Levels
- Football, Modified and JV

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. MERGER REQUESTS WITH HARRISVILLE CSD, APPROVED AS PRESENTED.

IX. COMMENT PERIOD

Trustee Laurie M. Roberts reflected on the parent comments pertaining to staffing issues, saying the Board is aware of the turnover but also very excited for progress to be made moving forward.

X. ADJOURN TO EXECUTIVE SESSION

Motion made by Trustee Laurie M. Roberts, and seconded by Vice-President Todd E. Bates, to adjourn to executive session to discuss pending litigation.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. MEETING ADJOURNED TO EXECUTIVE SESSION AT 6:38 PM.

OPEN SESSION RESUMED AT 7:20 p.m.

XI. ADJOURNMENT

There being no further business or discussion, motion made by Trustee Dr. William Cartwright, and seconded by Trustee Laurie M. Roberts, that the Board of Education return to open session and adjourn the meeting at 7:20 p.m.

YEAS: All Trustees Present. NAYS: None.

MOTION CARRIED. MEETING ADJOURNED AT 7:20 p.m.

Respectfully submitted,

Signature on file
Tatia Z. Kennedy, District Clerk

Signature on file
David Fenlong, President