

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

JANUARY 8, 2024

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, Brooke Bush, Dr. William Cartwright, David Fenlong, Mark Hendrick, Naaman Lowry, Nickolas Ormasen, Laurie M. Roberts, Laura Spicer.

Trustees Absent: None.

Also Present: Jacquelyn L. Kelly, Superintendent of Schools; Jessica Sullivan, Assistant Superintendent for Curriculum; Dale R. Munn Jr., Business Manager; Tatia Z. Kennedy, District Clerk.

II. COMMENT PERIOD

No comments were offered.

III. DISCUSSION

A. Presentation - FFA

Gouverneur FFA members Kati McIntosh, Secretary; Morris Wing, Sentinel; Jaden Rodriguez, President; and Jayden Jenne, V.P., shared their experiences from the National FFA Convention in Indianapolis 10/29-11/4/23. They also went to Longwood Gardens in Kennett Square, PA; toured the New Holland plant; visited The Wilds safari park in Cumberland, OH; and spent time at the Ohio State Veterinary School. The accompanying slideshow indicated they had an exceptional trip, and they thanked the Board for their support of the FFA.

B. Communications

1. NYSSBA Area 6 Legislative Breakfast. February 9, Lake Placid.

C. Wildcat News

Superintendent Kelly shared an update from Coach Joel Baer on the wrestling team's successful holiday tournaments, along with a thank you to the Board for their support of these opportunities and also to the coaches and student athletes for their hard work and the positive light in which they represent the District and the community. Trustee Laura Spicer also recognized our student board representative, Abigail Bowman, for her recent Indoor Track school record in the 600M.

D. Upcoming Events

1. Tuesday, January 9 – PreK-Kindergarten Winter Concert, 6:30 PM, HS Auditorium
2. Wednesday, January 10 – Early Dismissal
3. Monday, January 15 – Martin Luther King Jr. Day – no school for students
4. Monday, January 22 – Board Meeting, 5:30 PM, HS Auditorium

IV. FINANCIAL REPORT

A. Monthly Financial Report – December

(See Sheet #1, Board Minutes File Folder)

Business Manager Munn stated December's report reflects the NYSED state aid output reports that were recently released, updating our projected revenue to \$40,821,078. On the expenditure side, some expenses were moved to the cafeteria fund and the special aid fund, decreasing the projected expenditures to \$40,718,370.

B. 2024-2025 Budget

1. Property Tax Cap Calculation

(See Sheet #2, Board Minutes File Folder)

Mr. Munn provided the initial draft of the property tax cap calculation. Last year our local capital tax levy share was \$286,679, creating a tax cap of 2.04%. For 2024-25, the initial calculation includes additional buses, a suburban, and aid on previous projects, making the local tax outlay \$258,284. After factoring in inflation and economic growth, Mr. Munn projects the tax cap to once again be approximately 2.04%. During discussion, Mr. Munn stated that he recommends including \$100,000 for projects in this and future budgets while we have a high aid ratio. With proper planning, more projects can be completed to take advantage of the high reimbursement rate. When asked why more than \$100,000 wouldn't be set aside for projects, Mr. Munn replied that at this time anything over \$100,000 goes to a 15-year cycle for reimbursement. Additional conversation took place on projects and electric buses.

January 8, 2024

V. UNFINISHED BUSINESS

A. Second Reading and Adoption of Revised Policies

(See Sheet #3, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Laura Spicer, and seconded by Vice-President Todd E. Bates, that the Board of Education approve the revisions to the Board Policy Manual, effective immediately, as presented:

2110 – **Board Member Training and Attendance at Conferences and Workshops** – Revised.

3110 – **Gouverneur Central School District – School-Media** – Revised.

3220 – **Public Expression at Meetings** – Revised.

7460 – **Student Voter Registration** – Revised.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. REVISED POLICIES, ADOPTED AS PRESENTED.

B. Second Reading and Approval to Delete Policies

(See Sheet #4, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Laura Spicer, and seconded by Vice-President Todd E. Bates, that the Board of Education approve the deletion of the following policies from the Board Policy Manual, effective immediately, as presented:

1511 – **Agenda Format**

3250 – **Parent-Teacher Organization**

3430 – **Statewide Uniform Violent Incident Reporting**

4410 – **Professional Development Opportunities**

6440 – **Negotiations**

6510 – **Health Insurance**

6520 – **Workers' Compensation**

6560 – **Employee Assistance Program (EAP)**

DISCUSSION: Superintendent Kelly clarified that the Erie 1 Policy Services recommended deleting these policies and the committee agreed. Reasons include: the content is addressed in another policy; the content is a matter of procedure and not necessary to be in a District's policy; the policy is outdated; the content of the policy is in Ed. Law and therefore not required to be in policy.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. POLICES DELETED AS PRESENTED.

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 Laura Spicer, seconded by Vice-President Todd E. Bates, 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 December 18, 2023, as presented.

B. Claims Auditor's Reports

(See Sheet #5, Board Minutes File Folder)

Approve the Claims Auditor's Reports for the period 11/28/23 - 01/5/24 as presented.

C. CSE Business

(See Sheet #6, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Laura Spicer, seconded by Trustee Naaman Lowry, that the Board of Education approve the services, including additions, modifications and deletions, for the following classified students, as reflected in the attached CSE Meeting Minutes report:

5103245	14199	5104829	5102491	5102136	5103162
5102310	5100753	5102138	5103777	5104632	5104043
5103137	5104621				

VI. CONSENT AGENDA (CONTINUED)

D. CPSE Business

(See Sheet #7, 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:

5104776 5104853 5104862

Vote on Consent Agenda Items

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CONSENT AGENDA, APPROVED AS PRESENTED.

VII. CONSENT AGENDA – PERSONNEL

President David Fenlong asked if any member on the Board wished to have any item on the Consent Agenda – Personnel removed for special consideration and discussion. Trustee Hendrick asked that Item A-2, Creation of Attendance Officer/Registrar position, be removed for special consideration and discussion.

Motion to approve Consent Agenda – Personnel

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Naaman Lowry, and seconded by Trustee Laura Spicer, that the Board of Education approve the following Personnel items, A-1, B, C, D, and E, as a Consent Agenda:

A. Positions1. Elimination of Keyboard Specialist position

Approve the recommendation to eliminate one (1) FTE position for a 10-month Keyboard Specialist, in the competitive class of the civil service, represented by the Gouverneur School Related Personnel Union, created at the June 12, 2023 regular Board of Education meeting, effective July 1, 2023. This position is currently vacant.

B. Retirements

- a) Accept the request for resignation for retirement purposes from Evelyn Barton, from her position as High School Social Studies teacher, effective June 30, 2024.
- b) Accept the request for resignation for retirement purposes from Joseph Fitzgerald, from his position as Groundskeeper, effective at the close of business on February 23, 2024.

C. Resignations

- a) Accept the request for resignation from Jamie L. Mitchell, from her position as 2.75-hour Food Service Helper, effective January 1, 2024.

D. Appointments1. Instructional

English Teacher: Approve the appointment of Autumn Kirker, holding Initial certification in English Language Arts 7-12, to the position of secondary English Teacher in the English 7-12 Academic tenure area. Ms. Kirker will have a four-year probationary period commencing on February 12, 2024 and anticipated to end on February 11, 2028 at an annual salary set at Step 15, B30M, in accordance with the Gouverneur Teachers' Association Agreement current salary schedule for year 2023-2024, prorated to February 12, 2024. This appointment is contingent upon her successful completion of the probationary term and having received annual composite or overall APPR ratings of Highly Effective or Effective in at least three of the four preceding years and a rating higher than "Ineffective" in the final year of the probationary period. Her initial assignment is Gouverneur High School.

2. Extra Duty

Gouverneur High School Afterschool Tutoring - Instructor: Appoint Lisa Dunkelberg as Tutoring Instructor for the 2023-2024 school year, to be paid at the rate of \$30/hour, funded through the ARP.

3. Substitutes and Tutors

Approve the appointment of the following personnel as listed to work as per diem substitutes for Instructional and Support positions, pending completion of all requirements including mandatory training, NYSED fingerprint clearance, and necessary employee paperwork, for the 2023-2024 school year: Julie Hynes (certified teacher).

VII. CONSENT AGENDA – PERSONNEL (CONTINUED)

E. Leave of Absence/Temporary Appointment

Approve an unpaid Leave of Absence for Mackenzie Reynolds, from her position as Teacher Aide, effective January 9 – June 30, 2024, and appoint Mackenzie Reynolds to the temporary position of Teaching Assistant – Counselor, effective January 9 – June 30, 2024. Ms. Reynolds will be compensated at Teaching Assistant Step 1 in accordance with the Gouverneur Teachers' Association Agreement current salary schedule for year 2023-2024, funded by the American Rescue Plan, prorated to January 9, 2024. Ms. Reynolds has pending certification as a Teaching Assistant.

Vote on Consent Agenda – Personnel Items

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CONSENT AGENDA - PERSONNEL APPROVED AS PRESENTED.

A. Positions

2. Creation of Attendance Officer/Registrar position

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 recommendation to create one (1) FTE position for a 12-month Attendance Officer/Registrar, in the competitive class of the civil service for Attendance Officer, under the terms and conditions of the Managerial/Confidential employee group, effective January 3, 2024.

DISCUSSION: Superintendent Kelly clarified that this position was created by the board and approved by voters last year, originally as a keyboard specialist position. The St. Lawrence County Civil Service, following a desk audit, determined this position should be titled Attendance Officer.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. ATTENDANCE OFFICER/REGISTRAR POSITION, CREATED AS PRESENTED.

President Fenlong thanked Evelyn Barton for her 30+ years working with students and staff in so many capacities, saying she will be missed and wished her the best in her retirement. He congratulated Joseph Fitzgerald on his retirement, calling him “an honest and dedicated worker,” and welcomed Autumn Kirker to the District.

VIII. NEW BUSINESS

A. Adoption of Bond Resolution

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Naaman Lowry, and seconded by Vice-President Todd E. Bates, that the Board of Education adopt the Bond Resolution dated January 8, 2024 of the Board of Education of the Gouverneur Central School District authorizing general obligation bonds to finance certain capital improvements consisting of construction and reconstruction of school buildings and facilities, authorizing the issuance of bond anticipation notes in contemplation thereof, the levy of taxes in annual installments in payment thereof, the expenditure of such sums for such purpose, and determining other matters in connection therewith.

WHEREAS, the qualified voters of the Gouverneur Central School District, New York, at special meeting of such voters duly held on December 12, 2023, duly approved a proposition authorizing the levy of taxes to be collected in installments, in the manner provided by the Education Law, for the class of objects or purposes hereinafter described; and

WHEREAS, the Board of Education, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder (“SEQRA”), has completed its environmental review and, on October 16, 2023, has duly adopted a negative declaration and has determined that the implementation of the unlisted action as proposed will not result in any significant adverse environmental impacts;

NOW THEREFORE, BE IT RESOLVED by the favorable vote of not less than two-thirds of all of the members of such Board of Education, as follows:

Section 1. The Gouverneur Central School District shall undertake certain capital improvements to the School District's existing school buildings and facilities, as more particularly described in Section 3 hereof, and as generally outlined to and considered by the voters of the School District at special voter meeting on December 12, 2023.

VIII. NEW BUSINESS (CONTINUED)

A. Adoption of Bond Resolution (Cont.)

Section 2. The Gouverneur Central School District is hereby authorized to issue its General Obligation Serial Bonds in the aggregate principal amount of not to exceed \$47,780,000, pursuant to the Local Finance Law of New York, in order to finance the class of objects or purposes described herein, and such amount is hereby appropriated therefor.

Section 3. The class of objects or purposes to be financed pursuant to this resolution (hereinafter referred to as "purpose") is certain capital improvements consisting of construction and reconstruction of school buildings and facilities within the School District (each such building being a class "A" (fireproof and certain fire resistant) building as defined in Subdivision 11 of Paragraph a of Section 11.00 of said Local Finance Law), various site and athletic field improvements, and the acquisition of certain original furnishings, equipment, and apparatus and other incidental improvements required in connection therewith for such construction and school use.

Section 4. It is hereby determined and declared that (a) the aggregate maximum cost of said purpose, as estimated by the Board of Education, is \$57,380,000; and (b) the Gouverneur Central School District's plan to finance the cost of said purpose is (i) to provide \$9,600,000 from the existing capital reserve fund for such costs; and (ii) to provide up to \$47,780,000 from funds raised by the issuance of said Bonds and the Bond Anticipation Notes hereinafter referred to; and (c) no money has heretofore been authorized to be applied to the payment of the cost of said purpose.

Section 5. It is hereby determined that the purpose is one of the class of objects or purposes described in Subdivision 97 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is thirty (30) years.

Section 6. The Gouverneur Central School District is hereby authorized to issue its Bond Anticipation Notes in the aggregate principal amount of not to exceed \$47,780,000, and is hereby authorized to issue renewals thereof, pursuant to the Local Finance Law of New York in order to finance the purpose in anticipation of the issuance of the above described Bonds.

Section 7. It is hereby determined and declared that (a) there are presently no outstanding Bond Anticipation Notes issued in anticipation of the sale of said Bonds, (b) the Bond Anticipation Notes authorized hereby shall mature within one year of the date of issuance thereof or such longer term as may be desired in accordance with the provisions of the Local Finance Law, (c) the Bond Anticipation Notes authorized hereby are not issued in anticipation for Bonds for an assessable improvement, and (d) current funds will be provided prior to the issuance of the Bonds or Bond Anticipation Notes herein authorized, to the extent, if any, required by Section 107.00 of the Local Finance Law.

Section 8. It is hereby determined and declared that the Gouverneur Central School District reasonably expects to reimburse the general fund, or such other fund as may be utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 9. The faith and credit of the Gouverneur Central School District, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and Bond Anticipation Notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall annually be levied on all taxable real property of said School District, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 10. The power to further authorize the sale and issuance of said Bonds and Bond Anticipation Notes and to prescribe the terms, form and contents of said Bonds and Bond Anticipation Notes, subject to the provisions of this resolution and the Local Finance Law of New York, including without limitation, the authority to determine whether to accept bids electronically to the extent allowed by the Local Finance Law, the consolidation with other issues, the determination to issue Bonds with substantially level or declining annual debt service, all contracts for, and determinations with respect to credit or liquidity enhancements, if any, and to sell, issue and deliver said Bonds and Bond Anticipation Notes, subject to the provisions of this resolution and Local Finance Law, is hereby delegated to the President of the Board of Education or to the Vice President of the Board in the event of the absence or unavailability of the President. The President of the Board of Education, Vice President and the District Clerk are hereby authorized to sign by manual or facsimile signature any Bonds and Bond Anticipation Notes issued pursuant to this resolution, and are hereby authorized to affix to such Bonds and Bond Anticipation Notes the corporate seal of the School District and to attest the same. The President of the Board of Education is additionally authorized (but not required) to execute and deliver a financing agreement with the Dormitory Authority of the State of New York and any other agreements and documents necessary to accomplish a financing, all as may be determined in the discretion of the President of the Board of Education.

VIII. NEW BUSINESS (CONTINUED)

A. Adoption of Bond Resolution (Cont.)

Section 11. This resolution, or a summary hereof, shall be published in full by the District Clerk of the School District together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the School District. The validity of said Bonds and Bond Anticipation Notes issued in anticipation of the sale of said Bonds may be contested only if such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or the provisions of law which should be complied with, at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 12. This resolution shall take effect immediately upon its adoption.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. BOND RESOLUTION, ADOPTED AS PRESENTED.

B. Policy Review – First Reading

(See Sheet #8, Board Minutes File Folder)

The following policies were reviewed at the meeting of the Policy Committee on December 5. Policy #7350, **Corporal Punishment/Emergency Interventions** has been renamed **Timeout and Physical Restraint**. This entire policy has been revised in response to amendments in the Commissioner's regulations relating to the prohibition of corporal punishment, aversive interventions, prone restraint, and seclusion, as well as the authorized limited use of timeout and physical restraint. District-specific information was also added, in collaboration with the administrative team. Policy #7619, **Use of Time Out Rooms** is being replaced by Policy #7350 and the recommendation of the committee is to delete it. A brief discussion took place regarding the use of physical restraint and the training the staff receives. A second reading and anticipated adoption will take place at the next meeting.

Clerk's Note: Trustee Naaman Lowry left at this point in the meeting.

C. Request for Out of State Conference Attendance

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 request for approximately eight staff members to attend the "8th Annual Conference of The Reading League" conference in Charlotte, NC on October 15-17, 2024.

DISCUSSION: Assistant Superintendent Sullivan explained that the conference aims to give educators, researchers, and other stakeholders a deeper understanding of the science of reading and its implications for teaching and learning. Attendees will be able to join educational leaders and changemakers from across the globe to learn from top experts in the field and network with like-minded professionals who share a passion for evidence-aligned reading instruction. Attendees are expected to include Jessica Sullivan, Pamela Stevens, Kimberly Richards, Paula Bates, Candace Grant, Gwen O'Shea, Kara Rockwood, and Kirsten Sargent. Assistant Superintendent Sullivan gave credit to our reading team, saying that last year they showed interest in this and asked for our support to attend a micro-credentials course that started this ball rolling.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. REQUEST FOR OUT OF STATE CONFERENCE ATTENDANCE, APPROVED AS PRESENTED.

IX. COMMENT PERIOD

Trustee Laura Spicer commended the FFA for the great job they did with their presentation.

X. 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 6:42 PM.

YEAS: All Trustees Present. NAYS: None.

MOTION CARRIED. MEETING ADJOURNED AT 6:42 PM.

Respectfully submitted,

Signature on file
Tatia Z. Kennedy, District Clerk

Signature on file
David Fenlong, President