

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

JANUARY 9, 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.

Trustees Absent: Laura Spicer.

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

II. COMMENT PERIOD

No comments were made.

III. DISCUSSION

A. Presentation - FFA

Current FFA Officers Ace Walrath, President; Morris Wing, Vice-President; and Kati McIntosh, Secretary; presented a slideshow and discussed their trip to the 95<sup>th</sup> National FFA Convention and Expo held in Indianapolis, Indiana in October 2022. Highlights included agri-business field trips and historical sites and landmarks at Washington, D.C., Gettysburg, PA, and Arlington, VA. The officers extended their thanks to the Board for their support of the local program. President Fenlong thanked them for the excellent presentation that concluded with each student sharing their favorite part of the trip.

B. Communications

1. NYSSBA Area 6 Legislative Breakfast – February 3, 2023

2. Regent Dinner – March 22, 2023

3. Walk with a Doc / Hallway (Indoor) Walking

Superintendent Kelly reported that on January 7, the District joined the Community Health Center of the North Country in collaboration with the SLC Public Health Department, the SLC Health Initiative, and the SLC Bridge2Wellness, to host "Walk With A Doc" at the Middle School, where a variety of health care providers promoted good health and the benefits of regular exercise. Mrs. Kelly announced that the Elementary school will be open Tuesdays and Thursdays and the Middle school will be open Mondays and Wednesdays from 4 PM to 8 PM for hall walking. The High school will be open after school hours when events are occurring. Responding to Trustee Roberts, Mrs. Kelly confirmed that walkers would initially fill out an application designating an emergency contact, and sign-in and sign-out sheets would be utilized.

IV. FINANCIAL REPORT

A. Long Range Financial Plan

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

Business Manager LaSala summarized that the Plan's purpose is to utilize the historical data regarding enrollment as well as detailed graphs of revenue and expenditures and Reserve Fund balances, along with projection forecasts for the next three years of that data, to help the Board set priorities, work toward goals, and see the impact of decisions over time. Having a Plan also helps to avoid sudden tax increases and budget cuts and increases fiscal responsibility. The Plan is based on the district's Vision, "*Delivering the promise of a brighter future for our students and our community;*" the district's Mission, "*Gouverneur Central School District, in collaboration with the community, is dedicated to educating all individuals, in a safe environment, to be passionate learners and responsible citizens in a global society;*" and Board Goals for Curriculum, Social-Emotional Learning, and Special Education. Some of the key points she highlighted included the historical decline in enrollment of over 100 students in the past 10 years, contrasted to the increase in students eligible for Free/Reduced status, from 50% to almost 65% during that same time, noting there is a correlation between economic status and needs of students in the classroom. The projection shows enrollment could continue to decrease over the next five years by more than 200 students based on live births.

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## IV. FINANCIAL REPORT (CONTINUED)

A. Long Range Financial Plan (Cont.)

Looking at revenue and expenditures, state aid and property taxes make up 98% of our total revenue flow. The budget to actual revenue received has been fairly accurate in the past, except in 2021 where it showed a 12% difference. Ms. LaSala explained we were expecting a 20% deduction in state aid, which we didn't get and instead received additional aid from the first year of the Federal Cares Act. She cautioned that the Federal aid is scheduled to end in September 2024, and items currently paid out of those grants will need to be budgeted from the general fund. In reviewing expenditures, Ms. LaSala noted the 2019 increase was in part due to that being the year we made the first debt service payment on the project. The school closed on 3/13/2020 for the pandemic and went to remote learning in 2021, significantly lowering expenses in those years. The Reserve Fund balance shows growth in the voter-approved \$10 million capital reserve, and with that information, Ms. LaSala said she is considering recommending a new capital reserve for the buses due to the electric bus mandate; that will help offset the significant cost increase that will entail.

The revenue projection assumptions use the tax base growth factor provided by New York State; on the date of this printing that was 1.01%, and as of the meeting date today is 1.013%. The allowable growth factor is capped at the lower of the Consumer Price Index (CPI) or 2%; the current CPI is 8%. Interest earnings were budgeted this year at \$5,000, but with the significant increase in interest rates, Ms. LaSala reflected that in December alone we earned over \$15,000 on our investment account compared to the prior year where we only earned \$3,000 in total. Foundation aid was factored at 2% as we are supposed to be fully funded this year, and she estimated a reduction in transportation aid partly due to purchasing fewer buses. Textbook, hardware, software and library aid are also decreasing based on declining enrollment. Ms. LaSala then summarized the revenue charts for the next three years, projecting a 1.18% increase in property tax for 2023-24 and slight decreases in 2024-25 and 2025-26.

The expenditure projection assumptions identified increases in health insurance and retirement system contributions, a gradual move to electric bus purchases, a cash capital project in 2023-24 to address parking lots and traffic flow, and the loss of CRRSA and ARP Federal funds that currently cover some salaries and benefits that will have to come out of the General Fund starting in 2024-25. There are known contractual salary adjustments through June 2024 for the GTA and June 2025 for the GAA and GSRPU. The projections anticipate a 3.6% increase in expenditures for 2023-24, a decrease of 1% in 2024-25 in large part due to having no bus purchases, and an increase in 2025-26 of 6% in large part due to the anticipated purchase of 3 electric buses.

In summary, the General Fund projection combines revenue and expenditures and shows deficits of \$4 million for 2023-24, \$3.8 million for 2024-25, and \$5.6 million for 2025-26. Covering the deficits using the fund balance takes us from our current fund balance of \$18 million down to \$10 million by 2025-26. Ms. LaSala cautioned that this is based on very conservative information that may change depending on state aid and other factors and reiterated that we have a healthy fund balance with the majority in reserves. Members of the board thanked Ms. LaSala for putting that information together, with President Fenlong stating it will be very useful as they start the budget process for 2023-24.

## V. UNFINISHED BUSINESS

A. Second Reading and Adoption of New and Revised Policies

*(See Sheet #2, 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 Laurie M. Roberts, that the Board of Education approve the revisions to the Board Policy Manual, effective immediately, as presented:

5681 – **School Safety Plans** – Revised.

6122 – **Sexual Harassment in the Workplace** – Revised.

6590 – **Determination of Employment Status: Employee or Independent Contractor** – Revised.

7150 – **Remote Instruction** – New.

7350 – **Corporal Punishment/Emergency Interventions** – Revised.

7521 – **Students with Life-Threatening Health Conditions** – Revised.

7522 – **Concussion Management** – Revised.

7530 – **Child Abuse and Maltreatment** – Revised.

7553 – **Hazing of Students** – New.

7619 – **Use of Time-Out Rooms** – Revised.

**DISCUSSION:** President David Fenlong pointed out the additional revision to Policy 7521 that more explicitly details the maintenance and administration of Narcan in schools.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. BOARD POLICY MANUAL REVISED AS PRESENTED.**

## V. UNFINISHED BUSINESS (CONTINUED)

B. Second Reading and Approval to Delete Policy 6213

(See Sheet #3, 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 Brooke Bush, that the Board of Education approve the deletion of Policy 6213, Probation and Tenure, from the Board Policy Manual, effective immediately, as presented.

**DISCUSSION:** Based on questions from Trustee Roberts at the previous meeting, the committee determined the policy could be removed to reduce redundancy as the topic reiterates New York State Education Law.

YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. POLICY 6213 DELETED FROM BOARD POLICY MANUAL, 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 Vice-President Todd E. Bates, and seconded by Trustee Laurie M. Roberts, 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 19, 2022, as presented.

B. Claims Auditor's Reports

(See Sheet #4, Board Minutes File Folder)

Approve the Claims Auditor's Reports for the period 12/19/22 - 01/06/23, as presented.

C. CSE Business

(See Sheet #5, 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#:**

5103658	5102976	5103897	5102998	5102591	5103035
5102802	5102363	5103426	5103226	5103227	5103228
5104052	5103400	5104061			

D. CPSE Business

(See Sheet #6, 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#:**

5103924 5104677

**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 Naaman Lowry, and seconded by Vice-President Todd E. Bates, that the Board of Education approve the following Personnel items, A-B, as a Consent Agenda:

A. Resignations

Accept the request for resignation from Victoria Baker, from her position as Special Education Teacher (Elementary), effective January 22, 2023.

## VII. CONSENT AGENDA - PERSONNEL (CONTINUED)

B. Appointments1. Administrative

Acting Superintendent. Authorize Jessica Sullivan, Assistant Superintendent for Curriculum, as the Acting Superintendent, to act in lieu of the superintendent in her absence, as part of her regular duties, for the remainder of the 2022-23 school year.

2. Instructional

Art Teacher. Approve the appointment of Fred Sovie, holding Permanent certification in Art, to the position of Art Teacher in the Art tenure area. Mr. Sovie will have a three-year probationary period commencing on December 21, 2022 and anticipated to end on December 20, 2025, at an annual salary set at Step 28, B30M, in accordance with the Gouverneur Teachers' Association Agreement current salary schedule for year 2022-2023. This appointment is contingent upon his successful completion of the probationary term and having received annual composite or overall APPR ratings of Highly Effective or Effective in at least two of the three preceding years and a rating higher than "Ineffective" in the final year of the probationary period. His initial assignment is Gouverneur High School. Mr. Sovie has been previously tenured in another district.

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 2022-2023 school year: Mary Dusharm (cafeteria), Makayla Hyde, Judy Tomford (Tutor), Ashley Barr (Tutor).

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

YEAS: All Trustees Present    NAYS: None.

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

## VIII. NEW BUSINESS

A. 2023-2024 School Calendar

*(See Sheet #7, 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 Naaman Lowry, that the Board of Education adopt the 2023-2024 school calendar, as presented.

DISCUSSION: Trustee Roberts questioned the three half days in November; Ms. Kelly said she would like one more year with the three parent-teacher conference days to assess it more closely.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. 2023-2024 SCHOOL CALENDAR, ADOPTED AS PRESENTED.**

## IX. COMMENT PERIOD

Trustee Roberts said it was SRO Appreciation Day and thanked our School Resource Officer Rob Klimowicz for all he does, echoed by all board members.

## X. EXECUTIVE SESSION

Motion made by Vice-President Todd E. Bates, and seconded by Trustee Brooke Bush, that the Board of Education move into executive session to discuss litigation matters.

YEAS: All Trustees Present.    NAYS: None.

**MOTION CARRIED. MEETING ADJOURNED TO EXECUTIVE SESSION AT 6:32 PM.**

## RETURN TO OPEN SESSION

**Open session resumed at 6:36 PM.**

## XI. ADJOURNMENT

There being no further business or discussion, motion made by Trustee Dr. William Cartwright, and seconded by Trustee Naaman Lowry, to adjourn the regular meeting at 6:36 PM.

YEAS: All Trustees Present.    NAYS: None.

**MOTION CARRIED. MEETING ADJOURNED AT 6:36 PM.**

Respectfully submitted,

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

[signature on file]  
David Fenlong, President

January 9, 2023