

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

OCTOBER 17, 2022

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, Nickolas Ormasen, Laurie M. Roberts, Laura Spicer.

Trustees Absent: Mark Hendrick (due to representing district at NYSSBA annual meeting).

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

II. COMMENT PERIOD

Veterans' Day celebration. Middle School Principal Robert Kotz extended an invitation for the Veterans' Day celebration on November 9, and thanked Trustee Naaman Lowry for being the guest speaker this year.

Socktober. GTA Co-President Jerrilyn Patton notified those present of the annual sock drive to collect one of the most needed and requested items for neighborhood centers and school health offices.

III. DISCUSSION

A. Presentations

1. School Board Appreciation Week

President David Fenlong expressed that School Board Appreciation Week provides a wonderful opportunity to say "thank you" to all of the dedicated members who serve with him in putting students first and are committed to improving the district for everyone. Superintendent Kelly said, "October 17 – 21 is School Board Recognition Week across the State of New York. It is a time for us to recognize our school board for the countless hours they devote to ensuring every child across our district receives a high-quality education that prepares them for success in life. While each of our members come from different backgrounds, they bring a variety of knowledge and experiences to the team. These individuals come together on the school board with the common goal of helping students grow, learn, and enjoy their educational experiences. While they may not always agree on certain issues, their role as a board is to consistently strive toward that goal day in and day out, and make tough decisions that benefit our students, families, employees, and the entire community of Gouverneur. Board meetings are just a fraction of the amount of time and energy the school board members devote to leading our district. There are committee meetings, conferences, and training sessions that members regularly attend in order to keep informed of the latest trends in educational leadership, teaching methods, and much more. They are deeply involved in community activities and spend many hours in our schools and at extra-curricular events. Please join me in giving a round of applause to acknowledge the board members who make the time to share their leadership and voice about the future of education in the Gouverneur Central School District. Please also take a moment this week to visit the Gouverneur Central School District Wildcats Facebook page as we honor our school board members for their commitment to our students, their families, our faculty and staff. Thank you for all that you do, I am honored to work with each of you. President Fenlong also recognized Trustee Mark Hendrick, who was not present due to his role as voting delegate representing the district at the state school board's annual meeting. Each board member also received a small gift from the GTA and cards made by our elementary students as well as a certificate of recognition.

2. External Audit Report (Crowley & Halloran, CPAs, P.C.)

Michael W. Crowley, CPA, and Pamela J. Halloran, CPA, of Crowley & Halloran, CPAs, P.C., shared the results of their audit for the year ending June 30, 2022. The District received an unmodified opinion, which is the highest opinion allowed. No findings were issued for correction. Responding to a discussion regarding reserves, Mr. Crowley explained the reasonable basis of adding amounts to reserves and commended the board for taking advantage of all the reserves, with Ms. Halloran remarking positively on the transparency in this district. Trustee Ormasen complimented Ms. LaSala and her department on the audit results.

October 17, 2022

IV. FINANCIAL REPORT

A. General Fund Budget Transfers for Fiscal Year Ending June 30, 2022

(See Sheet #1, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Roberts, and seconded by Vice-President Bates, that the Board of Education accept the report of General Fund Budget Transfers for the fiscal year ending June 30, 2022, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. FINANCIAL REPORT FOR PERIOD ENDING 9/30/21, ACCEPTED AS PRESENTED.

B. Financial Report for Period Ending June 30, 2022

(See Sheet #2, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Lowry, and seconded by Vice-President Bates, that the Board of Education accept the financial report for the period ending June 30, 2022, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. FINANCIAL REPORT FOR PERIOD ENDING 9/30/21, ACCEPTED AS PRESENTED.

C. Financial Report for Period Ending September 30, 2022

(See Sheet #3, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Cartwright, and seconded by Vice-President Bates, that the Board of Education accept the financial report for the period ending September 30, 2022, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. FINANCIAL REPORT FOR PERIOD ENDING 9/30/21, ACCEPTED AS PRESENTED.

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 Naaman Lowry, and seconded by Trustee Brooke Bush, 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 September 26, 2022, as presented.

B. Claims Auditor's Reports

(See Sheet #4, Board Minutes File Folder)

Approve the Claims Auditor's Reports for the period 09/16/22 - 10/14/22, 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#:

5101585	5103871	5103246	5104065	5104591	5103547
5103045	5104600	5101101	5102829	5102389	5102793
5103505	5103122	5104002	5104065	5103389	5104137
5102987	5100683	5100970	5102431	5103777	5103085
5104573	5101856	11909	5103546	5103547	5102659
5102137	5103016	5101986	5104099	5104386	

CSE Personnel Action:

Creation of 1:1 Individual Aide position for Student # 5103085, effective immediately.

Creation of 1:1 Individual Aide position for Student # 5104099, effective immediately.

Creation of Individual Aide position in 8:1+2 Classroom for OOD student, effective immediately.

VI. CONSENT AGENDA (CONTINUED)

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:

5104398

E. Treasurer's Report – September 2022

(See Sheet #7, Board Minutes File Folder)

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

A. Tenure Recommendations

- a) AMY F. DAVIS, Grade 3 Teacher, who holds Initial certification in *Childhood Education (Grades 1-6)* issued by the Commissioner of Education, is prospectively awarded tenure in the tenure area of *Elementary Pre-K-6* effective 12/10/2022, conditioned upon compliance with APPR requirements or waiver as determined by the State of New York.
- b) SHEILA K. CALLAHAN, Spanish Teacher, who holds Permanent certification in *Spanish 7-12* issued by the Commissioner of Education, is prospectively awarded tenure in the tenure area of *Foreign Language* effective 12/18/2022, conditioned upon compliance with APPR requirements or waiver as determined by the State of New York.
- c) ASHLEY J. SHATTUCK, Grade 6 Teacher, who holds Professional certification in *Childhood Education (Grades 1-6)* issued by the Commissioner of Education, is prospectively awarded tenure in the tenure area of *Elementary Pre-K-6* effective 01/06/2023, conditioned upon compliance with APPR requirements or waiver as determined by the State of New York.

B. Resignations

- a) Accept the request for resignation from Julieanne Koerick, from her position as 2.75-hour Food Service Helper, effective October 14, 2022.
- b) Accept the request for resignation from Miranda Bango, from her position as Individual Aide, effective at the end of the day, October 17, 2022.

C. Appointments1. Extra Duty

Approve the appointment of Cortney Evans-Eppolito as Lifeguard for the pool and Fitness Room Attendant at the current hourly wage as established. Cortney is currently certified as a Lifeguard and is up to date with her First Aid certifications.

2. Substitutes and Tutors

Approve the appointment of the following personnel as listed to work as per diem substitutes in instructional and/or support positions, pending completion of all requirements:

Davis	Marissa	B&G
Haines	Kadie	(Aide - October 12-17, 2022)
Hughes	Laura	Food Service
Rathbun	Elizabeth	Food Service
Tupper	Melody	Food Service
Vanderbogart	Katelyn	Food Service

VII. CONSENT AGENDA – PERSONNEL (CONTINUED)

C. Appointments (Cont.)

3. Long-Term Substitute

Appoint Allison Felt to the non-probationary position of long-term substitute to replace Employee 01094, effective October 18, 2022, to February 28, 2023 or when the employee returns from leave, at the established rate of position title Uncertified Substitute Teacher.

4. Non-Instructional

- a) Individual Aide. Approve the appointment of Jessica Finton to the position of Individual Aide in the non-competitive class of the civil service, commencing on October 18, 2022, at an annual salary in accordance with the Gouverneur School Related Personnel Union agreement, Individual Aide 7.5HR Level 1, from the current GSRPU salary schedule, prorated to October 18, 2022.
- b) Individual Aide. Approve the appointment of Alana Luther to the position of Individual Aide in the non-competitive class of the civil service, commencing on October 18, 2022, at an annual salary in accordance with the Gouverneur School Related Personnel Union agreement, Individual Aide 7.5HR Level 1, from the current GSRPU salary schedule, prorated to October 18, 2022.
- c) Individual Aide. Approve the appointment of Autumn Baker to the position of Individual Aide in the non-competitive class of the civil service, commencing on October 18, 2022, at an annual salary in accordance with the Gouverneur School Related Personnel Union agreement, Individual Aide 7.5HR Level 1, from the current GSRPU salary schedule, prorated to October 18, 2022.
- d) Individual Aide. Approve the appointment of Kadie Haines to the position of Individual Aide in the non-competitive class of the civil service, commencing on October 18, 2022, at an annual salary in accordance with the Gouverneur School Related Personnel Union agreement, Individual Aide 7.5HR Level 1, from the current GSRPU salary schedule, prorated to October 18, 2022.
- e) Individual Aide. Approve the appointment of Kaitlyn Lynde to the position of Individual Aide in the non-competitive class of the civil service, commencing on November 7, 2022, at an annual salary in accordance with the Gouverneur School Related Personnel Union agreement, Individual Aide 7.5HR Level 1, from the current GSRPU salary schedule, prorated to November 7, 2022.
- f) 2.75-hour Food Service Helper. Approve the appointment of Micky Barbarito to the position of 2.75-hour Food Service Helper in the labor class of the civil service, commencing on October 18, 2022, at an annual salary in accordance with the Gouverneur School Related Personnel Union agreement, Food Service Helper 2.75HR Level 1, from the current GSRPU salary schedule, prorated to October 18, 2022.

5. Extra Curricular

Approve the following coach(s) for the 2022-2023 winter season:

VARSITY BOYS SWIM	SADDIE WHITAKER	Class 1	Step 1
MODIFIED BOYS SWIM	SADDIE WHITAKER	Class 4	Step 1

Approve the following advisor(s) for the 2022-2023 school year:

ODYSSEY OF THE MIND (.5)	MARIE MOORE	Class D	Step 1
ODYSSEY OF THE MIND (.5)	MELINDA SCHISZLER	Class D	Step 1
MS DRAMA CLUB – VOLUNTEER	CHELSEA MILLER	Uncompensated	

D. Leaves

Acknowledge the paid and unpaid leave of absence (not FMLA-eligible) for probationary employee #00551 from October 18, 2022 to (TBA). Employee will use sick time and is eligible to use sick bank time per collective bargaining agreement. Employee will incur (TBA) unpaid days. Time on unpaid leave of absence and/or per terms of sick bank will not count toward tenure or seniority.

Vote on Consent Agenda – Personnel Items

YEAS: All Trustees Present NAYS: None.

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

President Fenlong congratulated the teachers earning tenure and welcomed the new hires.

VIII. NEW BUSINESS

A. Policy Review – First Reading

(See Sheet #8, Board Minutes File Folder)

President Fenlong introduced the slate of policies for review, stating that the Policy Committee had reviewed and recommends the following: Revise Policy 1310 –Powers and Duties of the Board; *the revision adds detailed language regarding School Boards’ authority and expectations of Trustees.* Revise 1510 - Regular Board Meetings and Rules (Quorum and Parliamentary Procedure); *revised in response to amendments to the Open Meetings Law.* Revise 1720 – Minutes; *revised in light of amendments to Public Officers law Section 106.* Revise 3410 – Code of Conduct on School Property; *removes redundant language.* Add new policy 7552 – Student Gender Identity; *this policy clarifies the responsibilities of the district.* Revise 8110 – Curriculum Development, Resources and Evaluation; *revised to emphasize that the district’s curriculum must align with state learning standards and legal requirements.* Revise 8330 – Objection to Instructional Materials and Controversial Issues; *provides additional details regarding how concerns and objectives related to instructional materials can be raised.* Revise 8340 – Textbooks/Workbooks/Calculators; *re-titled “Instructional Materials and Non-Public School Students,” this policy focuses on instructional materials and non-public school students.* The final policies will be brought to the November 7 meeting for a second reading and potential adoption.

B. Accept External Public Auditor’s Report for Fiscal Year Ending June 30, 2022

(See Sheet #9, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Bates, and seconded by Trustee Lowry, that the Board of Education accept the External Public Auditor’s Report for fiscal year ending June 30, 2022, as presented by Crowley & Halloran, CPAs, P.C.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. EXTERNAL PUBLIC AUDITOR’S REPORT, ACCEPTED AS PRESENTED.

C. 2023-2024 Budget Calendar

(See Sheet #10, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Spicer, and seconded by Vice-President Bates, that the Board of Education adopt the 2023-2024 Budget Calendar, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. 2023-2024 BUDGET CALENDAR, APPROVED AS PRESENTED.

D. Fire Safety Inspection Report

(See Sheet #11, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Bates, and seconded by Trustee Bush, that the Board of Education approve the Fire Safety Inspection Report dated 09/16/22, all items listed have been corrected on or before 09/29/22.

DISCUSSION: Board members discussed the findings, with Trustee Roberts questioning the blocked exit windows; Superintendent Kelly clarified that no large obstacles such as bookshelves blocked the windows. Vice-President Bates recommended marking the area around the exit windows to remind everyone not to place items there. Mr. Bates also requested that reviews take place regarding what staff are allowed to bring in from home.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. FIRE SAFETY INSPECTION REPORT, APPROVED AS PRESENTED.

E. 2022-2023 Lease Agreement with St. Lawrence-Lewis BOCES

(See Sheet #12, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Roberts, and seconded by Trustee Spicer, that the Board of Education approve the 2022-2023 Lease Agreement between St. Lawrence-Lewis BOCES and Gouverneur Central School District, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. 2022-2023 LEASE AGREEMENT WITH SLL BOCES, APPROVED AS PRESENTED.

VIII. NEW BUSINESS (CONTINUED)

F. Tax Roll Correction

(See Sheet #13, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Bates, and seconded by Trustee Lowry, that the Board of Education approve the application for tax roll correction for the Town of DeKalb parcel 130.004-1-11, 227 County Route 18, Richville, NY 13681 to correct a missing Agriculture exemption. Tax adjustment from \$2,661.88 to \$2,126.36.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. TAX ROLL CORRECTION FOR TOWN OF GOUVERNEUR PARCEL 130.004-1-11, APPROVED AS PRESENTED.

G. Overnight Trip Requests – Varsity Wrestling

(See Sheet #14, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Cartwright, and seconded by Trustee Spicer, that the Board of Education approve the request for the Varsity Wrestling team to attend and compete in the following tournaments and the associated fees for registration and transportation, as presented:

December 10, 2022: Valley Duels, Central Valley HS, Ilion NY

December 16-17, 2022: North Country Invitational, Indian River HS, Philadelphia NY

December 28-29, 2022: Windsor Christmas Tournament, Windsor HS, Windsor NY

January 6-7, 2023 – Justin Rodgers Memorial, Tioga HS, Tioga NY

January 14, 2023: Phoenix Mid-Winter Classic, Phoenix HS, Phoenix NY

January 21, 2023: King Bison Invitational, Shaker HS, Latham NY

DISCUSSION: President Fenlong noted that the list includes three overnight trips, and the remainder are day trips.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. VARSITY WRESTLING TOURNAMENTS, APPROVED AS PRESENTED.

H. Overnight Trip Request – Science Olympiad

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Roberts, and seconded by Trustee Bush, that the Board of Education approve the request for the members of the Science Olympiad (10-15 students) and chaperones Lisa Dunkelberg, Sarah Wood, and Sam Sochia, to attend the Science Olympiad in Plattsburgh, NY, January 27-28, 2023.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. OVERNIGHT TRIP REQUEST FOR SCIENCE OLYMPIAD, APPROVED AS PRESENTED.

I. Authorization to Declare as Surplus and Sell/Dispose of Equipment

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Bates, and seconded by Trustee Spicer, that the Board of Education declare the following equipment as surplus and authorize the Business Manager to sell/dispose of the following items: Two (2) Milk Coolers, One (1) Dishwasher.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. EQUIPMENT DECLARED AS SURPLUS AND AUTHORIZED FOR SALE/DISPOSAL, APPROVED AS PRESENTED.

J. Authorization to pay due to clerical error

(See Sheet #15, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools motion made by Vice-President Bates, and seconded by Trustee Spicer, that the Board of Education authorize payment due to a clerical error on vacation day buyback, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. AUTHORIZATION TO PAY CORRECTED VACATION DAY BUYBACKS, APPROVED AS PRESENTED.

VIII. NEW BUSINESS (CONTINUED)

K. Standard Work Day

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 adopt the Standard Work Day Resolution for Employees, as presented:

BE IT RESOLVED, that the Gouverneur CSD, Location code 74003, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Head Nurse	7.50
Keyboard Specialist	7.50
Occupational Therapist	7.25
School Nurse	7.25
School Resource Officer	8.00
Substitute Nurse LPN	7.50

DISCUSSION: Responding to questions, Superintendent Kelly clarified that RNs and LPNs are in different unions and their hours are based on their respective contracts.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. STANDARD WORK DAY RESOLUTION, APPROVED AS PRESENTED.

IX. COMMENT PERIOD

No comments were received.

X. ADJOURN TO EXECUTIVE SESSION

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Roberts, and seconded by Trustee Bush, that the Board of Education adjourn to executive session to discuss the employment history of particular persons; including the annual informal evaluation of Superintendent Kelly.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. MEETING ADJOURNED TO EXECUTIVE SESSION AT 6:40 PM.

RETURN TO OPEN SESSION

Open session resumed at 7:45 PM.

XI. ADJOURNMENT

There being no further business or discussion, motion made by Trustee Roberts, and seconded by Vice-President Bates, that the Board of Education adjourn the meeting at 7:45 PM.

YEAS: All Trustees Present. NAYS: None.

MOTION CARRIED. MEETING ADJOURNED AT 7:45 PM, EDT.

Respectfully submitted,

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

[signature on file]
David Fenlong, President

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