

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

JANUARY 22, 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; Tatia Z. Kennedy, District Clerk; Abigail Bowman, Student Board Representative

II. COMMENT PERIOD

No comments were offered.

III. DISCUSSION

A. Presentation – K-Kids and Military Kids Club

Alissa Collier, co-advisor of K-Kids club, shared a video that was created by the students to help promote the food drive being held collaboratively between the Kiwanis K-Kids and the Military Kids Club. The food drive will support local food pantries.

B. Communications

School Board Candidate Petition Packets are available from the District Clerk.

C. Wildcat News

Superintendent Kelly shared updates on the winter sports season, and congratulated Abigail Bowman, who set a school record for the 600m run with a time of 1:47.80 on January 5. She also recognized the musicians selected to participate in the St. Lawrence County Music Educators Association All County Festival: Audrey Ormasen, Wyatt Slate, and Samantha Thomas played in the string orchestra. Alexander Hall, Madison Lewis, Hannah Dafoe, Janaya Fuller, and Jaylynn Dalton participated in the mixed chorus. Damynn Mashaw, Daimon Tuttle, Avian Burt, Hannah White, and Olivia McDougall participated in the middle school band. She then announced that the artwork of Zoey Fifield and Leighton Anderson (grade 2) Alyvia Shippee (grade 3) Alexis McIntyre (grade 4) will be on display at the 40th Annual Elementary Art Exhibit at the Frederic Remington Art Museum from January 20 to February 24, 2024.

D. Upcoming Events

1. Saturday, February 3 – Billy Martin’s Circus – HS Main Gym
2. Thursday, February 8 – High School Chamber Concert (Small Ensembles), 7 PM, HS Auditorium
3. Friday, February 9 – NYSSBA Area 6 Legislative Breakfast
4. Monday, February 12 – Board Meeting, 5:30 PM, HS Auditorium

E. Student Board Representative Report

Abigail Bowman reported that *Pink Zones* are starting this week; at each event varsity club members will accept donations toward breast and ovarian cancer. Seniors have been getting acceptance letters to schools of their choice, and Sophomores have begun preparations for hosting the winter ball.

F. Science of Reading

Jessica Sullivan, Assistant Superintendent for Curriculum, provided an update on the latest briefings from NYSED and what that means for school districts, from the direct impact it will have on each grade level to what administrators need to be looking at to make sure our curriculum and instruction follows the guidelines. The Science of Reading is based on 50 years of research of best practices to teach students to read and write, and help them develop the skills to be proficient readers and writers. The first step is to make sure our teachers are trained in The Science of Reading, and she commended our ambitious team of reading teachers who will take the Microcredentials course from SUNY New Paltz. This also aligns with Governor Hochul’s recently released Back to Basics plan. Discussion ensued, with Mrs. Sullivan clarifying that this program will provide more strategies for teachers to help all students; it is not a replacement curriculum.

January 22, 2024

IV. FINANCIAL REPORT
None.

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:

7350 – **Timeout and Physical Restraint** – Revised (previously named Corporal Punishment/Emergency Interventions).

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. REVISED POLICIES, ADOPTED AS PRESENTED.

B. Second Reading and Approval to Delete 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 Brooke Bush, that the Board of Education approve the deletion of the following policies from the Board Policy Manual, effective immediately, as presented:

7619 – **Use of Time Out Rooms**

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. Trustee Roberts asked to remove item C, *CSE Business*, for special consideration and discussion.

Motion to approve Consent Agenda Items A, B, D, E, F:

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Todd E. Bates, seconded by Trustee Dr. William Cartwright, that the Board of Education approve the following items, A, B, D, E, and F, as a consent agenda:

A. Minutes

Approve the minutes of the Regular Meeting of January 8, 2024, as presented.

B. Claims Auditor's Reports

(See Sheet #3, Board Minutes File Folder)

Approve the Claims Auditor's Reports for the period 1/3/24 – 1/12/24, as presented.

D. CPSE 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 CPSE Meeting Minutes report:

5104674

E. Student Activities Report – 4th Quarter, 2023

(See Sheet #6, Board Minutes File Folder)

Accept the SA Report for the 4th Quarter of 2023, as presented.

F. Treasurer's Report – December 2023

(See Sheet #7, Board Minutes File Folder)

Accept the Treasurer's Report for the month of December 2023, as presented.

Vote on Consent Agenda Items A, B, D, E, F:

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CONSENT AGENDA, APPROVED AS PRESENTED.

VI. CONSENT AGENDA (CONTINUED)

C. CSE Business

(See Sheet #4, Board Minutes File Folder)

Upon presentation and recommendation of Superintendent Jacquelyn L. Kelly, motion made by Trustee Lowry, and seconded by Vice-President Bates, to approve the services, including additions, modifications and deletions, for the following classified students, as reflected in the attached CSE Meeting Minutes report:

5102769	5103080	5101956	5104794	5101421	5101101
5101991	5104002	5102021	11995	5103036	5104511
5104064	5103269	5104352	5102193	5103654	5102194
5103389	5101987	5102527	5104722	5103916	5103775

CSE Personnel Action: Creation of 1:1 Aide position for Student #5104352, effective immediately.

DISCUSSION: Superintendent Kelly clarified that the creation of aide positions for CSE students does not necessarily mean a new hire for the district, as the number of students currently requiring an aide fluctuates. She confirmed that aides can be moved if they are not the best fit for a particular student.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CSE BUSINESS, 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 Bush asked that item A-3, *Modification to Food Service Helper positions*, be removed for special consideration and discussion. Trustee Roberts requested to remove item D-2b, *Long-Term Substitute Melissa Willis*, for special consideration and discussion.

Motion to approve Consent Agenda – Personnel Items A-1, 2; B; C; D-1, 2a; E; F:

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Dr. Cartwright, and seconded by Trustee Roberts, that the Board of Education approve the following Personnel items, A-1, 2; B; C; D-1, 2a; E; and F, as a Consent Agenda:

A. Positions1. Creation of Occupational Therapist position

Approve the recommendation to create one (1) FTE non-probationary position for an Occupational Therapist, under the terms and conditions of the Gouverneur Education Association (formerly known as the Gouverneur Teachers' Association), effective immediately.

2. Creation of Two (2) Social Worker positions

Approve the recommendation to create two (2) FTE grant-funded non-probationary positions for Social Workers, an 11-month position under the terms and conditions of the Managerial/Confidential handbook, effective immediately.

B. Retirements

Accept the request for resignation for retirement purposes from Laurie Shrewsberry, from her position as Teaching Assistant, effective June 28, 2024.

C. Resignations

Accept the request for resignation from Robert E. Webster, from his position as Middle School Health Teacher, effective February 25, 2024.

D. Appointments1. Managerial/Confidential

Attendance Officer/Registrar. Approve the appointment of Carley Bearden as a provisional 12-month Attendance Officer/Registrar, in the competitive class of the civil service for Attendance Officer, until the next civil service examination is administered and the eligible list is received by the District, to serve at the pleasure of the Board, effective January 3, 2024. The position is under the terms and conditions of the Managerial/Confidential employee group, at an annual salary of \$52,000 for the 2023-2024 school year, prorated to January 3, 2024.

2. Long-Term Substitute

- a) Approve the appointment of Carol Amberg as a long-term substitute 1/22/24 – 2/9/24, and additional days as needed, at the rate of Retired Teacher Substitute. Ms. Amberg holds Permanent certification in English 7-12.

VII. CONSENT AGENDA – PERSONNEL (CONTINUED)

D. Appointments (Cont.)3. Extra-Curricular

Approve the appointment of Brett Worden as a Lifeguard for the 2023-24 school year.

E. Modification to Appointment

Revise the appointment of Kristen Kulp Gaebel, Teaching Assistant, approved at the August 22, 2022 regular Board of Education meeting, to a probationary period and start date effective November 17, 2023 through November 16, 2027.

F. Leaves and Leave Replacements

Acknowledge paid and unpaid leave of absence covered under FMLA provisions for probationary employee #00638, for the approximate period 01/08/2024 – 03/01/2024. Employee will use sick time and is eligible to use sick bank time per collective bargaining agreement. Employee will incur approximately (10) unpaid days.

Vote on Consent Agenda – Personnel Items A-1, 2; B; C; D-1, 2a; E; F:

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CONSENT AGENDA - PERSONNEL APPROVED AS PRESENTED.

A. Positions3. Modification to Food Service Helper positions

Upon presentation and recommendation of Superintendent Jacquelyn L. Kelly, motion made by Vice-President Todd E. Bates, and seconded by Trustee Laura Spicer, that the Board of Education approve the recommendation to change five (5) current 2.75-hour FSH positions to 6-hour Food Service Helper positions, in the labor class of the civil service, represented by the Gouverneur School Related Personnel Union, effective immediately.

DISCUSSION: Superintendent Kelly responded to questions, stating that we presently have six 2.75-hour positions we are struggling to fill, and we have some 2.75-hour employees who are interested in working more hours. We can combine and replace the vacant 2.75-hour positions with 6-hour positions in each building and use our excess cafeteria funding to cover any benefit costs. This will also reduce the total number of kitchen staff in each building. In discussing sustainability, Mrs. Kelly assured the Board that Business Manager Munn and Food Service Manager Hollis both supported the recommendation.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. MODIFICATION TO FOOD SERVICE HELPER POSITIONS, APPROVED AS PRESENTED.

D. Appointments2. Long-Term Substitutes

- b) Upon presentation and recommendation of Superintendent Jacquelyn L. Kelly, motion made by Trustee Naaman Lowry, and seconded by Vice-President Todd E. Bates, that the Board of Education approve the appointment of Melissa Willis as a long-term substitute from February 2, 2024 to June 26, 2024, at the rate of Certified Substitute 25 days. Her initial placement is at Gouverneur Elementary School. Ms. Willis holds Professional certification in Early Childhood Education (Birth-Grade 2), Childhood Education (Grades 1-6), and Students with Disabilities (Birth-Grade 2, Grades 1-6, Grades 7-12). This position is funded through the ARP.

DISCUSSION: Trustee Roberts asked if Ms. Willis is filling a specific vacancy; Mrs. Kelly replied that long-term substitutes were budgeted in the ARP funding to address the substitute shortage and Ms. Willis will fill that role in the Elementary school through the remainder of the year to alleviate the daily shortage. She confirmed she can be used in other buildings if needed.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF MELISSA WILLIS AS LONG-TERM SUBSTITUTE, APPROVED AS PRESENTED.

President Fenlong congratulated Laurie Shrewsberry, commending her for 34 years in the district, and thanked Robert Webster for his contributions, wishing them both the best of luck.

VIII. NEW BUSINESS

A. BOE Retreat assessment

President Fenlong asked Board members to submit their top three take-aways from the Retreat from a list of 12 compiled items, to be discussed at the next meeting.

B. Request to Change Board of Education Meeting location on 3/18

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 change of location for the regular Board of Education meeting on March 18 to the **Middle School Cafeteria**.

DISCUSSION: Superintendent Kelly said the auditorium will be set up for the high school musical at that time.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. MEETING LOCATION ON 3/18 CHANGED TO MIDDLE SCHOOL CAFETERIA.

C. Disposal of Obsolete Textbooks

(See Sheet #8, Board Minutes File Folder)

Whereas, the School District owns certain textbooks which are obsolete, no longer useful or necessary for school district purposes and of no value to the School District, as indicated on a list attached to and made a part of this resolution;

Therefore, be it resolved, that upon motion made by Vice-President Todd E. Bates, and seconded by Trustee Laura Spicer, that the Board of Education hereby declares such textbooks to be surplus property and of no value to the School District and authorizes the Business Administrator to dispose of such textbooks in accordance with Board Policy and in the best interests of the School District.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. DISPOSAL OF OBSOLETE TEXTBOOKS, APPROVED AS PRESENTED.

D. Wildcats Swim Camp - informational

Superintendent Kelly shared that a Wildcat Swim Camp will be held March 4-8 for Middle School students utilizing ARP funding so there will be no cost to students. The camp will be under the direction of Sadie Whitaker and Brett Worden. Other athletic programs may develop camps as well and will be eligible to utilize a portion of this funding.

E. Policy Review – first reading

(See Sheet #9, Board Minutes File Folder)

The Workplace Violence Prevention Act (Article 2. Section 27-b of New York State Labor Law) requires public employers to develop and implement programs to prevent and minimize workplace violence and ensure the safety of public employees. The District has developed the new required policy #6192,

Workplace Violence Prevention Policy Statement.

F. Proposed Waiver of Second Reading of Policy #6192

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 waive the second reading of Policy 6192, *Workplace Violence Prevention Policy Statement*.

DISCUSSION: Trustee Hendrick asked if this would entail additional mandatory training for staff.

Superintendent Kelly responded that all staff must participate in a new training module by May 15. The District was made aware late in 2023 that a new policy would be required and enforced in a short period. She added that the Shared Decision-Making team is currently working on the Workplace Prevention Program, different from this policy.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. WAIVER OF SECOND READING OF POLICY 6192, APPROVED.

G. Adoption of Policy #6192

(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 adopt Policy 6192 to the Board Policy Manual, *Workplace Violence Prevention Policy Statement*, effective immediately, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. POLICY 6192, ADOPTED AS PRESENTED.

IX. COMMENT PERIOD

2024-25 Budget. Trustee Roberts asked for additional information on staff and funding sources; Superintendent Kelly stated that is in process and will be available when she concludes the budget meetings with principals and department heads.

X. ADJOURN TO EXECUTIVE SESSION

Motion made by Vice-President Todd E. Bates, and seconded by Trustee Naaman Lowry, to enter into executive session to discuss the employment history of particular persons.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. MEETING ADJOURNED TO EXECUTIVE SESSION AT 6:44 PM.

RETURN TO OPEN SESSION

Open session resumed at 7:30 PM.

XI. ADJOURNMENT

There being no further business or discussion, motion made by Vice-President Bates, and seconded by Trustee Ormasen, that the Board of Education adjourn the meeting at 7:30 PM.

YEAS: All Trustees Present. NAYS: None.

MOTION CARRIED. MEETING ADJOURNED AT 7:30 PM.

Respectfully submitted,

Signature on file
Tatia Z. Kennedy, District Clerk

Signature on file
David Fenlong, President