

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

JULY 31, 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 5:34 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; Jessica Sullivan, Assistant Superintendent; Tatia Z. Kennedy, District Clerk.

II. COMMENT PERIOD

President David Fenlong opened the floor for public comment; no comments were offered.

III. DISCUSSION

A. NYSSBA Annual Convention – October 26-28, 2023, Buffalo NY

President Fenlong reminded members to let Tatia know if they are interested in attending.

B. Staff Updates

Superintendent Kelly announced that Science Teacher Lisa Dunkelberg recently returned from Taiwan, where she participated in an energy conservation project. Additionally, last week a team of 10 staff from the Elementary and Middle Schools attended the Positivity Project leadership conference in Savannah, GA, supported from ARP federal funding. First implemented at GES in 2022-23, this year it will be extended through grade 8.

IV. FINANCIAL REPORT

None.

V. UNFINISHED BUSINESS

A. 2023-24 School Safety Plan

A public hearing was held on July 10, 2023 with District Chief Safety Officer Rob Klimowicz in attendance. Revisions were reviewed and no additional comments have been received to date; the Plan will be recommended for adoption at the meeting on August 21.

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 Superintendent Kelly, motion made by Trustee Dr. Cartwright, seconded by Trustee Lowry, that the Board of Education approve the following items as a consent agenda:

A. Minutes

Approve the Minutes of the Organizational Meeting of July 10, 2023, as presented.

B. CSE Business

(See Sheet #1, 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#:

5104652 5104652

C. CPSE Business

(See Sheet #2, 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#:

5104770 5104737

July 31, 2023

VI. CONSENT AGENDA (CONTINUED)

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 Dr. William Cartwright asked to remove Item B.2-b and Trustee Laurie M. Roberts asked to remove Items C-b, and D-c and D-d. Therefore, Items B.2-b, C-b, D-c and D-d were removed for separate consideration and discussion.

Motion to approve Consent Agenda – Personnel

Upon presentation and recommendation of Superintendent Jacquelyn L. Kelly, motion made by Vice-President Bates, and seconded by Trustee Roberts, that the Board of Education approve the following Personnel items, A, B.1, B.2-a, B.2-c, B.3-7, C-a, and D-a,b; as a Consent Agenda:

A. Resignations

- a) Accept the request for resignation from Hannah Jock, from her appointment as a Physical Education teacher, effective July 11, 2023.
- b) Accept the request for resignation from Katrina L. Moore, from her position as an Agriculture teacher, effective August 29, 2023.
- c) Accept the request for resignation from Nicole Johnson, from her position as Special Education (Middle School) teacher, effective August 30, 2023.
- d) Accept the request for resignation from Cortney Evans-Eppolito, from her position as Physical Education (High School) teacher, effective July 26, 2023.

B. Appointments1. Administrative

- a) CSE/CPSE Chairperson. Appoint Adrienne A. Lake, holding permanent certifications in School District Administrator, Special Education, and N-6, to the position of CSE/CPSE Chairperson in the Admin-Special Education tenure area, effective August 1, 2023. Ms. Lake, who has been previously tenured, will have a three-year probationary period commencing on August 1, 2023 and anticipated to end on July 31, 2026 in accordance with the terms and conditions of the Gouverneur Administrators Association contract for 12-month administrator, at a prorated annual salary set at \$95,000 for 2023-2024.

2. Instructional

- a) Physical Education Teacher. Appoint Korrine Patterson, holding initial certification in Physical Education, to the position of Physical Education Teacher in the Physical Education tenure area, effective August 1, 2023 for potential professional development purposes. Ms. Patterson will have a four-year probationary period commencing on September 5, 2023 and anticipated to end on September 4, 2027, at an annual salary set at Step 1, Bachelors, in accordance with the Gouverneur Teachers' Association Agreement current salary schedule for year 2023-2024. 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 tentative initial assignment is Gouverneur High School.
- b) Family and Consumer Science Teacher. Appoint Marietta R. Kitto, pending certification in Family and Consumer Sciences, to the position of Family and Consumer Science Teacher in the Home Economics - Occupational tenure area, effective August 1, 2023 for potential professional development purposes. Ms. Kitto will have a four-year probationary period commencing on September 5, 2023 and anticipated to end on September 4, 2027, at an annual salary set at Step 10, B30M, in accordance with the Gouverneur Teachers' Association Agreement current salary schedule for year 2023-2024. 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 tentative initial assignment is Gouverneur Middle School. Ms. Kitto currently holds professional certification in Music.

VII. CONSENT AGENDA – PERSONNEL (CONTINUED)

D. Temporary Appointments

- a) Teaching Assistant – Counselor. Appoint Grace Mashaw, holding Teaching Assistant Level III certification, to the one-year position of Teaching Assistant – Counselor for the 2023-24 school year, effective 8/1/23 for potential professional development purposes. Ms. Mashaw will be compensated at Teaching Assistant Step 5 in accordance with the Gouverneur Teachers' Association Agreement current salary schedule for year 2023-24, funded by the American Rescue Plan.
- b) Teaching Assistant – Counselor. Appoint Jade Walker, pending certification, to the one-year position of Teaching Assistant – Counselor for the 2023-24 school year, effective 8/1/23 for potential professional development purposes. Ms. Walker will be compensated at Teaching Assistant Step 1 in accordance with the Gouverneur Teachers' Association Agreement current salary schedule for year 2023-24, funded by the American Rescue Plan.

Vote on Consent Agenda – Personnel Items

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CONSENT AGENDA – PERSONNEL, APPROVED AS PRESENTED.B.2 Appointment of Physical Education Teacher

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Roberts, and seconded by Trustee Lowry, that the Board of Education appoint Michelle M. Benda, holding permanent certification in Physical Education, to the position of Physical Education Teacher in the Physical Education tenure area, effective August 1, 2023 for potential professional development purposes. Ms. Benda, who has been previously tenured, will have a three-year probationary period commencing on September 5, 2023 and anticipated to end on September 4, 2026, at an annual salary set at Step 30, B30M, in accordance with the Gouverneur Teachers' Association Agreement current salary schedule for year 2023-2024. 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 two of the three preceding years and a rating higher than "Ineffective" in the final year of the probationary period. Her tentative initial assignment is Gouverneur Middle School.

DISCUSSION: Superintendent Kelly clarified that New York State extended the waiver of the earnings cap for retired teachers for 2023-24, and since she is a probationary teacher her salary step is based on years of experience.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF MICHELLE M. BENDA AS PHYSICAL EDUCATION TEACHER, APPROVED AS PRESENTED.C-b Leave Replacement

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 appoint Polly Sergel, who holds Professional certification in Literacy (Grades 5-12) and Permanent certification in Agriculture, to a non-tenure track appointment as an English Teacher to replace Employee 00314, effective September 5, 2023, to June 26, 2024, at the rate of Step 2, B30M from the 2023-2024 salary schedule with the Gouverneur Teachers' Association. *Ms. Sergel's appointment will be effective 8/1/23 for potential professional development opportunities.*

DISCUSSION: Board members agreed to modify the appointment to include a start date of August 1 for PD purposes.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF POLLY SERGEL AS LEAVE REPLACEMENT FOR 00314, APPROVED AS PRESENTED.E-b Temporary Appointment of Music Teacher

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 appoint Paul Buell, who holds Permanent certification in Music, to the temporary position of Music teacher for the 2023-24 school year, in a non-probationary capacity without eligibility for an appointment on tenure. Mr. Buell shall be compensated at Step 2, B30M in accordance with the Gouverneur Teachers' Association Agreement current salary schedule for year 2023-2024, funded by the American Rescue Plan. *Mr. Buell's appointment will be effective 8/1/23 for potential professional development opportunities.*

DISCUSSION: Board members agreed to modify the appointment to include a start date of August 1 for PD purposes.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. TEMPORARY APPOINTMENT OF PAUL BUELL, APPROVED AS PRESENTED.

E-c Temporary Appointment of Special Education Teacher

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 appoint Michele Brenno, who holds Permanent certification in PreK-6, to the temporary position of Special Education teacher for the 2023-24 school year, in a non-probationary capacity without eligibility for an appointment on tenure. Ms. Brenno shall be compensated at Step 1, B30M in accordance with the Gouverneur Teachers' Association Agreement current salary schedule for year 2023-2024. *Ms. Brenno is eligible to take part in professional development opportunities beginning August 1, 2023.*

DISCUSSION: Board members agreed to modify the appointment to include a start date of August 1 for professional development purposes.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. TEMPORARY APPOINTMENT OF MICHELE BRENNIO, APPROVED AS PRESENTED.

VIII. NEW BUSINESS

A. Annual Organizational Meeting Business – Revision to District Officer Appointment

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 rescind the appointment of Michelle A. LaVigne as School Tax Collector and Appoint Rachel Wainwright, Village of Gouverneur, as Tax Collector of the District for the year 2023-2024.

DISCUSSION: Superintendent Kelly explained that as we have done in the past, prior to COVID, the village will be collecting school taxes. They will no longer be collected at the high school. This option provides better hours for our taxpayers to pay in person. Superintendent Kelly confirmed the cost is less than \$5,000 for the service.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. RACHEL WAINWRIGHT, VILLAGE OF GOUVERNEUR, APPOINTED AS TAX COLLECTOR OF THE DISTRICT FOR 2023-2024.

B. Policy Review – First Reading

(See Sheet #3, Board Minutes File Folder)

President Fenlong brought forward the following slate of policies for review. The first three reflect the changes in personnel taking over those roles; no other changes were made. Policy 6122 has been updated as a result of the release of the updated sexual harassment prevention policy for New York State employers. This is required by law. **3420 - Non-Discrimination and Anti-Harassment in the School District:** Revised – page 4, Civil Rights Compliance Officer changed from Carol LaSala to Jessica Sullivan. **3421 - Title IX and Sex Discrimination:** Revised - page 3, Title IX Coordinator changed from Carol LaSala to Jessica Sullivan. **5676 - Privacy and Security for Student Data and Teacher and Principal Data:** Revised - page 4, Data Protection Officer changed from Shannon Mattice to Jacquelyn L. Kelly. **6122 - Sexual Harassment in the Workplace:** The entire policy was revised in response to the release of an updated model sexual harassment prevention policy for employers in NYS. This is a required policy.

C. Approval of AIA Document C132-2019 Standard Form of Agreement Between Owner and Construction Manager as Advisor for the Middle School Renovations & Site Work Project

(See Sheet #4, 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 approve AIA Document C132-2019 Standard Form of Agreement Between Owner and Construction Manager as Advisor for the Middle School Renovations & Site Work Project dated July 31, 2023, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. AIA DOCUMENT, APPROVED AS PRESENTED.

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

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 declare the following equipment (all gas pieces) as surplus and authorize the Business Manager to sell/dispose of the following items, as presented: 1 small kettle, 2 steamers, 1 double kettle, 1 4-burner Vulcan gas stove, 5 double convection ovens.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. ITEMS DECLARED AS SURPLUS AS PRESENTED AND BUSINESS MANAGER AUTHORIZED TO SELL/DISPOSE OF EQUIPMENT.

VIII. NEW BUSINESS (CONTINUED)

E. Acceptance of Gift

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 formally accept the gift of the donation from the family and friends of Mrs. Jenny Reddick ('64), in the amount of \$830.00, and increase the 2023-24 budget code 2110-450-23-002600 by the same. *Ms. Reddick passed away June 12, 2023. In her memory the family asked in lieu of flowers a donation be made to the GHS Art Department. It is the wish of the family to provide these funds to assist our Art Department to encourage and develop our student artists.*

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. DONATION IN MEMORY OF MRS. JENNY REDDICK, ACCEPTED WITH APPRECIATION AND THANKS.

F. Adopt RS 2418 (Standard Work Day Resolution for Employees)

(See Sheet #5, 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 adopt RS 2418, 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)
Print Aide	7.50

DISCUSSION: Superintendent Kelly confirmed that title was added to the current GSRPU contract as MOA#2 and will be included as a position in the next contract.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. RS 2418, STANDARD WORK DAY RESOLUTION FOR EMPLOYEES, ADOPTED AS PRESENTED.

IX. COMMENT PERIOD

Trustee Laurie M. Roberts brought up the Recovery grant and whether the district would be eligible for any of the money; Superintendent Kelly stated that she and Business Manager Munn are looking into it, explaining that the district has to match any monies received from that grant.

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 matters leading to the employment of a particular person.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. MEETING ADJOURNED TO EXECUTIVE SESSION AT 6:14 PM.

RETURN TO OPEN SESSION

Open session resumed at 6:45 PM.

XI. ADJOURNMENT

There being no further business or discussion, motion made by Vice-President Todd E. Bates, and seconded by Trustee Brooke Bush, that the Board of Education adjourn the meeting at 6:45 PM.

YEAS: All Trustees Present. NAYS: None.

MOTION CARRIED. MEETING ADJOURNED AT 6:45 PM, EDT.

Respectfully submitted,

Signature on file
Tatia Z. Kennedy, District Clerk

Signature on file
David Fenlong, President