

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

NOVEMBER 6, 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, Naaman Lowry, Nickolas Ormasen, Laurie M. Roberts, Laura Spicer.

Trustees Absent: Mark Hendrick.

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; Abigail Bowman, Student Board Representative.

II. PROPOSED EXECUTIVE SESSION

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Todd E. Bates, and seconded by Trustee Nickolas Ormasen, that the Board of Education adjourn to executive session to discuss the employment history of a particular person. YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. MEETING ADJOURNED TO EXECUTIVE SESSION AT 5:31 PM.**

RETURN TO OPEN SESSION

**Open session resumed at 5:45 PM.**

III. COMMENT PERIOD

Middle School Musical. Brandon Griffin, teacher and advisor for the MS drama club, reminded those present that *The Wizard of Oz* musical will be presented November 17 at 7 PM, and November 18 at 2 PM and 7 PM. Students are fundraising by selling pieces of the yellow brick road that can have a message written on it to the cast and crew, and featured in the yellow brick road prop. He thanked the Board for instilling the arts in our students.

IV. DISCUSSION

A. External Audit Report Presentation – 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, 2023. The District received an unmodified opinion, which is the highest opinion allowed. No findings were issued for correction. A separate audit on Extraclassroom Activities also had no issues. Ms. Halloran acknowledged that the District is using the Reserve funds very well, and commended the District for having the General Fund unassigned fund balance below the allowed 4% of the 2023-2024 budget.

B. Wildcat News

Superintendent Kelly congratulated Hayley Burt, a tuba player who was recently selected as a WWNY Arts All Star and was selected to perform in the Macy's Thanksgiving Day parade with the Macy's Great American Marching Band. Ms. Kelly also shared that the first public forum for the capital project will be Monday, November 20, 2023 at 5:00 p.m. and encouraged community members to be in attendance.

C. Upcoming Events

1. Thursday, November 9 – Staff Development Day, no school for students
2. Friday, November 10 – Veterans' Day, no school
3. MS Drama Production, "The Wizard of Oz" - Friday, 11/17 at 7 PM and Saturday, 11/18 at 2 PM and 7 PM
4. Elementary and MS Parent-Teacher Conferences  
 Friday, 11/17, Monday, 11/20, and Tuesday, 11/21 (half day for Elem and MS students)

D. Student Board Representative report – Abigail Bowman

Ms. Bowman reported on the Halloween festivities last week, saying it was a lot of fun seeing so many students and teachers in costume. Trustee Bush announced that Abby is representing the district in the upcoming Cross-Country states.

November 6, 2023

## V. FINANCIAL REPORT

A. October, 2023

*(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 Trustee Lowry, that the Board of Education accept the Financial Report for October, 2023, as presented

YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. FINANCIAL REPORT FOR OCTOBER 2023, ACCEPTED AS PRESENTED.**

B. External Public Auditor's Report for Fiscal Year Ending June 30, 2023

*(See Sheet #2, Board Minutes File Folder)*

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Dr. Cartwright, and seconded by Vice-President Bates, that the Board of Education accept the External Public Auditor's Report for fiscal year ending June 30, 2023, as presented by Crowley & Halloran, CPAs, P.C.

YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. EXTERNAL PUBLIC AUDITOR'S REPORT FOR FYE 6/30/23, ACCEPTED AS PRESENTED.**

C. Adoption of the State of New York Deferred Compensation Plan

*(See Sheet #3, Board Minutes File Folder)*

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Dr. Cartwright, and seconded by Trustee Spicer, that the Board of Education adopt the State of New York Deferred Compensation Plan, as presented.

YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. STATE OF NY DEFERRED COMPENSATION PLAN, ADOPTED AS PRESENTED.**

## VI. UNFINISHED BUSINESS

A. Second Reading and Adoption of Policies

*(See Sheet #4, 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 the following new and revised policies, effective immediately, as presented:

**3420 – Non-Discrimination and Anti-Harassment in the District** (As modified: first sentence changed from *The District* to *The Gouverneur Central School District*); **5140 – Administration of the Budget**; **5661 – Wellness**; **5711 - Unauthorized Individuals on School Buses Operated by First Student, Inc.** (As modified: first sentence changed from *The District* to *The Gouverneur Central School District*.)

YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. POLICIES ADOPTED AS PRESENTED.**

B. Deletion of Policy

*(See Sheet #5, 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 delete the following policy, effective immediately, as presented: **5330 - Budget Transfers.**

YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. POLICY 5330 DELETED AS PRESENTED.**

C. Appointment of Department Chairperson

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Bates, and seconded by Trustee Dr. Cartwright, that the Board of Education appoint the Heather Parker as High School English Department Chairperson for the 2023-2024 school year, to be compensated at a \$1,000 stipend from ARP funding.

YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. DEPARTMENT CHAIRPERSON(S), APPOINTED AS PRESENTED.**

## VII. 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 Lowry, seconded by Trustee Bush, that the Board of Education approve the following items, A-C, as a consent agenda:

A. Minutes

Approve the minutes of the Regular Meeting of October 16, 2023, as presented.

B. Claims Auditor's Reports

(See Sheet #6, Board Minutes File Folder)

Approve the Claims Auditor's Reports for 10/14/23 – 11/3/23, as presented.

C. CSE 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 CSE Meeting Minutes report:

5101491	5100796	5104592	5103872	5101047	5103246
5104568	5103563	5104346	5104869	5104868	5102795
5104661	5104792	5103253	5103525	5102482	5101810
5103030	5103953	5102998	5103896	5102913	5102036
5103889	5104147	5103568	5103211	5101866	5102080
5104061	5104505	5103498	5104471	5103281	5102783

**Vote on Consent Agenda Items**

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. CONSENT AGENDA APPROVED AS PRESENTED.**

## VIII. 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 Lowry, and seconded by Trustee Roberts, that the Board of Education approve the following Personnel items, A-G, as a Consent Agenda:

A. Memorandum of Agreement #6 between the Gouverneur Central School District and the Gouverneur School Related Personnel Union

(See Sheet #8, Board Minutes File Folder)

Approve the MOA#6 to the contract between the District and GSRPU to address employee absences associated with jury duty, as presented.

B. Memorandum of Agreement #8 between the Gouverneur Central School District and the Gouverneur Education Association (aka Gouverneur Teachers' Association)

(See Sheet #9, Board Minutes File Folder)

Approve the MOA#8 to the contract between the District and GEA to amend Appendix A to recognize Builders Club (Class D), as presented.

C. Retirements

Accept the request for resignation for retirement purposes from Harold Simmons from his position of Director of Facilities, effective November 15, 2023.

D. Resignations

- a) Accept the request for resignation from Anna Cox from her position of 2.75-hr Food Service Helper, effective October 30, 2023.
- b) Revise the resignation date of Jade Walker, accepted at the October 16, 2023 regular Board of Education Meeting, from November 3, 2023 to October 31, 2023.
- c) Accept the request for resignation from Brett Lupi from his position of Music Teacher, effective November 20, 2023.

## VIII. CONSENT AGENDA – PERSONNEL (CONTINUED)

E. Appointments1. Instructional

Physical Education Teacher. Approve the probationary appointment of Jarrett Bullock, pending certification in Physical Education, to a four-year probationary period in the Physical Education tenure area, commencing on December 18, 2023 and anticipated to end on December 17, 2027, at an annual salary set at Step 1, BS, in accordance with the Gouverneur Teachers' Association Agreement current salary schedule for year 2023-2024, prorated to December 18, 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 three of the four preceding years and a rating higher than "Ineffective" in the final year of the probationary period.

2. Non-Instructional

Keyboard Specialist. Approve the provisional appointment of Nicole Cudhea as a Keyboard Specialist (10-month) in the competitive class of the civil service, 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 November 7, 2023, at an annual salary in accordance with the Gouverneur School Related Personnel Union Agreement, Keyboard Specialist Level 1, from the current GSRPU salary schedule, prorated to November 7, 2023.

3. Substitutes and Tutors

- a) 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: Omara Youngs, Sarah Riutta, Erika Woodrow, Nathan Gates, Natalie Young, Ashley Trudell (certified), Ciera Vanderbogart, Brian Blair, Bobbi Jo O'Donnell-Thompson.
- b) Approve the following personnel as certified tutors for the 2023-24 school year: Lisa Carbone, Melinda Schiszler, Monica Scott, Elizabeth Siebels, Terri Whitaker.

4. Extra-Curricularc) Winter Coaching Revision:

Rescind the appointment of Michael Shattuck as Boys' Modified Basketball – 7<sup>th</sup> Grade.  
Mr. Shattuck will remain as coach for the Boys' Modified Basketball – 8<sup>th</sup> Grade.

b) Winter Coaching Appointments:

CHEERLEADING WINTER	ERICA DOWLING	CLASS 1	Step 1
BOYS' MOD 7 <sup>TH</sup> BASKETBALL	JARRETT BULLOCK	CLASS 4	Step 1
BOYS VARSITY BASKETBALL	DEREK GORDON	CLASS 1	Step 1
BOYS VARSITY BASKETBALL VOLUNTEER ASSISTANT	FRANK BUSH	Uncompensated	

c) 2023-2024 Advisors:

E-Sports	STEPHANIE A. PLAISTED	CLASS B	Step 1
MUSICAL DIRECTOR # 2	KATHLEEN A. BUELL	CLASS B	Step 11
CHOREOGRAPHER (MUSICAL)	PAUL J. BUELL	CLASS C	Step 2
STAGE BAND	JENELLE J. YEOMAN	CLASS C	Step 5
BUILDERS CLUB	BRITTANY BUCKMASTER	CLASS D	Step 1
KEY CLUB	EMILY MASHAW	CLASS D	Step 1

F. Leaves of Absence

- a) Acknowledge the medical leave for Employee #00201, for the approximate period 10/13/2023 – 12/11/2023. This leave is not covered under FMLA. Employee will use sick time and is eligible to use sick bank time per collective bargaining agreement. Employee will incur seven (7) unpaid days. Unpaid time will not count toward seniority.
- b) Acknowledge the paid and unpaid leave of absence covered under FMLA for probationary employee #00643, for the approximate period 10/23/2023 – 11/17/2023. Employee will exhaust their own time accruals and will incur approximately 2.5 unpaid days. Unpaid time will not count toward tenure or seniority.
- c) Acknowledge the paid and unpaid leave of absence covered under FMLA for employee #00349, for the approximate period 10/30/2023 – 12/01/2023. Employee will exhaust their own time accruals and will incur approximately 10.5 unpaid days. Unpaid time will not count toward tenure or seniority.

## VIII. CONSENT AGENDA – PERSONNEL (CONTINUED)

G. Staff Agreements

(See Sheet #10 and Sheet #11, Board Minutes File Folder)

- a) Resolved, upon recommendation of the Superintendent of Schools, and as discussed in executive session, that the Board approves of a disciplinary agreement with a non-instructional employee 00342, as presented.
- b) Resolved, upon recommendation of the Superintendent of Schools, and as discussed in executive session, the Board approves of a separation agreement and general release between the District and a non-instructional employee 01547, as presented.

**Vote on Consent Agenda – Personnel Items**

YEAS: All Trustees Present    NAYS: None.

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

## IX. NEW BUSINESS

A. Board Meeting Location Change

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 move the location of the 12/18/23 regular Board of Education meeting from the High School Auditorium to the High School Cafeteria due to the holiday concert schedule in the Auditorium.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. REGULAR BOARD OF EDUCATION MEETING ON 12/18/23 RELOCATED TO HIGH SCHOOL CAFETERIA AT 5:30 P.M.**

B. Memorandum of Agreement for Election Services between St. Lawrence County Board of Elections and Gouverneur Central School District Board of Education

(See Sheet #12, 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 approve the Memorandum of Agreement for Election Services between St. Lawrence County Board of Elections and Gouverneur Central School District Board of Education, applicable to the GCSD Election being held December 12, 2023, as presented.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. MOA FOR ELECTION SERVICES WITH SLC BOARD OF ELECTIONS, APPROVED AS PRESENTED.**

C. Compensation Rate for Election Inspectors

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Dr. Cartwright, and seconded by Trustee Lowry, that the Board of Education approve to compensate Election Inspectors at the rate of \$175/day on School District voting days during the 2023-2024 school year.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. COMPENSATION RATE FOR ELECTION INSPECTORS FOR 2023-2024, APPROVED AS PRESENTED.**

D. Appointment of Inspectors and Officers for the December 12, 2023 Special Meeting and Vote

WHEREAS, the Board of Education of the Gouverneur Central School District, St. Lawrence County, New York, has called a Special Meeting of the qualified voters of said School District to be held on the 12<sup>th</sup> day of December, 2023, and WHEREAS, it is now desired to provide for the appointment of inspectors and officers for said Special Meeting; NOW, THEREFORE, BE IT RESOLVED, that 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 appointment of the certified inspectors, acting clerk, and assistant clerk as follows:

IX. NEW BUSINESS (CONTINUED)

D. Appointment of Inspectors and Officers for the December 12, 2023 Special Meeting and Vote (Cont.)

1. The following named qualified voters of said School District are hereby appointed to act as Inspectors of Election of the December 12, 2023 Special Meeting and Vote, so that there shall be at least two Inspectors for each voting machine to be used thereat: **Diane Kelley**, Chief Election Inspector; **Judith Poticher**, Election Inspector.
2. **Lisa Sheen**, a duly qualified voter of said School District, is designated as Acting Clerk in the absence or inability to act of the District Clerk, for purposes of said Special Meeting and Vote.
3. **Kim Shampine** is designated as Assistant Clerk of said Special Meeting and Vote.
4. Be it further resolved, the Board authorizes the Clerk to make any changes to the appointments as deemed necessary, per the county list of approved inspectors, or appoint at least two inspectors for each voting machine from the list of certified inspectors.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. COMPENSATION RATE FOR ELECTION INSPECTORS FOR 2023-2024, APPROVED AS PRESENTED.**

X. COMMENT PERIOD

No comments were shared.

XI. ADJOURN TO EXECUTIVE SESSION

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

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. MEETING ADJOURNED TO EXECUTIVE SESSION AT 6:38 PM.**

RETURN TO OPEN SESSION

**Open session resumed at 7:34 PM.**

XII. ADJOURNMENT

There being no further business or discussion, motion made by Vice-President Bates, and seconded by Trustee Lowry, that the Board of Education adjourn the meeting at 7:34 PM.

YEAS: All Trustees Present.    NAYS: None.

**MOTION CARRIED. MEETING ADJOURNED AT 7:34 PM, EDT.**

Respectfully submitted,

Signature on file  
Tatia Z. Kennedy, District Clerk

Signature on file  
David Fenlong, President