

GOVERNEUR CENTRAL SCHOOL DISTRICT
Annual Organizational Meeting of the Board of Education
July 10, 2017 6:30 p.m. HIGH SCHOOL CAFETERIA
FINAL AGENDA

(Noted attachments can be found on our BOE webpage)

- I. CALL TO ORDER
- PLEDGE OF ALLEGIANCE
- II. ANNUAL ORGANIZATIONAL MEETING BUSINESS
 - A. Administration of Oath (New Board Members)

The District Clerk shall administer and countersign the oath of office to newly-elected Board members. The oath shall conform to Article XIII-1 of the New York State Constitution, and Section 10 of the Public Officers Law. No new Board member shall be permitted to vote until he/she has taken the oath of office.
 - B. Election of Board Officers
 1. President of the Board
 2. Vice-President of the Board
 3. Administration of Oath to Board Officers
The District Clerk shall administer and countersign the oath of office to the President and Vice-President of the Board.
 - C. Appointment of District Officers
 1. District Clerk – Tatia Z. Kennedy
 2. District Treasurer – Linda Erdman
 3. Deputy Treasurer – Carol L. LaSala
 4. School Tax Collector – Rachel Wainwright
 5. Internal Claims Auditor – Tammy Law
 6. Administration of Oath to Officers
The District Clerk shall administer the oath of office to those not in attendance within 30 days.
 - D. Other Appointments
 1. School Physician – Donald Schuessler, M.D.
 2. School Attorney – Case & Leader
 3. Central Treasurer and Assistant Central Treasurer for Extraclassroom Activity Fund – Michelle Hassett, Tammy Mullin
 4. District Attendance Officer – Donna Runner
 5. Independent Auditor – Crowley & Halloran CPAs, P.C.
 6. Internal Auditor – Bowers & Company
 7. Records Access Officer – Carol L. LaSala
 8. Records Retention and Disposition Officer – Carol L. LaSala
 9. Asbestos Designee – Harold Simmons
 10. Residential Designee – Carol L. LaSala
 11. Chemical Hygiene Officer – Christopher Dashnaw
 12. Purchasing Agent
Carol L. LaSala be appointed Purchasing Agent of the District for the year 2017-2018; and in the case of her absence, that Lauren F. French be appointed as Purchasing Agent for the school year 2017-2018; and that the Purchasing Agent shall be authorized to purchase, procure, store, and distribute all supplies and equipment for which appropriations have been made with due regard to existing law, economy and efficiency, and the needs and desires of the departments of the school requesting such supplies; and that the Purchasing Agent is further authorized to execute in the name of the Board of Education any and all documents, contracts, orders or other instruments necessary to carry out the intent of this resolution, until such time as the Board may revoke the appointment.
 13. Insurance Broker
MacFadden-Dier Agency, Inc. be appointed Insurance Broker for the School and be instructed to purchase Security Bonds in the proper amounts for the District Treasurer, Tax Collector, Claims Auditor, and Central Treasurer of the Extraclassroom Activity Funds for the school year 2017-2018.
 14. School District Liaison for Homeless Children and Youths – Donna Runner
 15. Civil Rights Compliance Designees
Cory Wood be appointed Civil Rights Compliance Designee for male students and staff for the 2017-2018 school year, and Carol L. LaSala be appointed Civil Rights Compliance Designee for female students and staff for the 2017-2018 school year.
 16. Impartial Hearing Officers for Committee on Special Education
The school district will use the district specific list of Impartial Hearing Officers as maintained by the IHRS (Impartial Hearing Reporting System), for the Committee on Special Education.
 17. Committee on Special Education Members
Chairperson: Robyn Knowlton
Secretary: Rosalie Munger, Donna Wood
School Physician: Donald Schuessler, M.D.
School Psychologist(s): Jessica Anderson, Jennifer Nichols, Kaitlin McGregor
Teacher of the Disabled Child: As defined by Federal Regulations
Regular Education Teacher: As defined by Federal Regulations
Parent of Child
Parent Representative: Stacy Canell

18. Surrogate Parent for Committee on Special Education – Stacy Canell

19. Committee on Preschool Special Education Members

Chairperson: Robyn Knowlton
Parent of Child

Parent Representative: Stacy Canell

Evaluator: A professional who participated in the Evaluation of the child for whom services are being sought

Agency Representative: A designated representative from county service agency and/or agency serving child from 0-2 years of age

The Child's Teacher* (if he/she has one; if not, an appropriately certified teacher [**For initial CPSE evaluation meetings a Special Education teacher and a Regular Education teacher*]).

20. Sub Committees of the Committee on Special Education for 2017-2018

GOUVERNEUR ELEMENTARY

The student's Special Education Provider – AND –
Robyn Knowlton, Chairperson of the CSE – OR –
Victoria Day, Building Principal – OR –
Charity Zawatski, Building Principal – OR –
Jessica Anderson, School Psychologist – OR –
Jennifer Nichols, School Psychologist – OR –
Kaitlin McGregor, School Psychologist – OR –
Meagan Dupuis-Fregoe, Special Education Teacher –OR–
Pam Easton, Special Education Teacher – OR –
Bridget Lewis, Special Education Teacher – OR –
Laura Kuhn, Special Education Teacher – OR –
Kyle Baker, Special Education Teacher – OR –
Carolyn Teetsel, Special Education Teacher – AND –
Related Service Providers – AND –
General Education Teacher – AND –
Child's Parent

MIDDLE SCHOOL

The student's Special Education Provider – AND –
Robyn Knowlton, Chairperson of the CSE – OR –
Steven Coffin, Building Principal – OR –
Jessica Anderson, School Psychologist – OR –
Jennifer Nichols, School Psychologist – OR –
Kaitlin McGregor, School Psychologist – OR –
Angela Lovely, Special Education Teacher – OR –
Arthur Knauf, Special Education Teacher – OR –
Denise Baer, Special Education Teacher – OR –
Nola Farns, Special Education Teacher – OR –
Melissa Sweeney, Special Education Teacher – OR –
Gina Caldwell, Special Education Teacher – OR –
Crystal Snyder, Special Education Teacher – OR –
Jessica McMaster, Special Education Teacher – OR –
Sara Narrow-LaPoint, Special Education Teacher – AND –
Related Service Providers – AND –
General Education Teacher – AND –
Child's Parent

HIGH SCHOOL

The Student's Special Education Provider – AND –
Robyn Knowlton, Chairperson of the CSE – OR –
Cory Wood, Building Principal – OR –
Jessica Anderson, School Psychologist – OR –
Jennifer Nichols, School Psychologist – OR –
Kaitlin McGregor, School Psychologist – OR –
Robert Dunkelburg, Special Education Teacher – OR –
Lisa Carbone, Special Education Teacher – OR –
April Nelson, Special Education Teacher – OR –
Kevin Burke, Jr., Special Education Teacher – OR –
Heather Parker, Special Education Teacher – AND –
Related Service Providers – AND –
General Education Teacher – AND –
Child's Parent

21. Outside Service Providers

FreedomTravell, North Coast Therapy, United Helpers Care, Inc., Clonan

22. Agricultural Advisory Board Members

Mr. Donald Peck (Term expires 6/30/2018)
Mr. Benjamin Hoffman (Term expires 6/30/2018)
Mr. John Hunter (Term expires 6/30/2018)
Mr. Robert Andrews (Term expires 6/30/2019)
Mr. Doug Thompson (Term expires 6/30/2019)
Mr. Allyn Tubbs (Term expires 6/30/2019)
Mr. Lyle Hotis (Term expires 6/30/2020)
Ms. Karen Rizza (Term expires 6/30/2020)
Ms. Kari Schermerhorn (Term expires 6/30/2020)

23. Representative and Alternate Rep. to St. Lawrence Counties School District Employees Medical Plan for 2017-2018

In accordance with Section IV of the Municipal Cooperative Agreement, Carol LaSala be designated as the School District's representative on the Plan's Board of Directors for 2017-2018; and Lauren F. French be designated as an Alternate District representative to serve on the Plans' Board of Directors for 2017-2018 should the district's representative not be able to attend a Board of Directors' Meeting.

24. Representative and Alternate Rep. to St. Lawrence Counties School District Employees Workers' Compensation Plan

In accordance with Section IV of the Municipal Cooperative Agreement, Carol LaSala be designated as the School District's representative to serve on the on the Plan's Board of Directors for 2017-2018; and Lauren F. French be designated as an Alternate District representative to serve on the on the Plans' Board of Directors for 2017-2018 should the district's representative not be able to attend a Board of Directors' Meeting.

25. *Dignity for All Students Act* Coordinators

Cory Wood be appointed as Lead Coordinator – District for 2017-2018; and the following staff be appointed as building coordinators: HS/MS – Steven Coffin, Maria Mesires, (TBA), Patricia Bush, Marcy Tyler, Briana Marsh, Monica Scott; Elementary – Charity Zawatski, Victoria Day, Tonya Rood, Megan Thackston..

26. Audit Committee – All Trustees of the Board of Education

27. Title IX / Section 504 Officer / ADA Coordinator – Carol L. LaSala

28. Webmaster – Cory Young

29. Student Board Member Representative – Myia Tyler

E. Designations

1. Designation of Official Depositories - Community Bank, N.A.; Chase; and New York Cooperative Liquid Asset Securities System (NY CLASS)

2. Place, Time and Dates of Regular Meetings for 2017-2018

The regular place of meeting be designated the High School Cafeteria, and the hour of 6:30 PM, EDT and EST, be designated as time of meetings, scheduled as follows for 2017-2018:

| | |
|------------------|---------------|
| July 10, 31 | January 8, 29 |
| August 21 | February 12 |
| September 11, 25 | March 5, 19 |
| October 16 | April 2, 16 |
| November 6, 20 | May 7, 21 |
| December 11 | June 4, 25 |

3. Official Newspaper – Gouverneur Tribune Press

4. Mileage Reimbursement Rate

The current IRS mileage rate be used for any and all approved travel by district personnel using a privately owned vehicle for the school year 2017-2018.

5. School Pesticide Representative – Harold R. Simmons

6. Chief Emergency Officer – Lauren F. French

F. Authorizations

1. Payroll Certification Officer – Lauren F. French
2. Designation of Assistant Superintendent to Approve Conference/Convention/Workshop Attendance
3. Distribution of Petty Cash: High School \$100; Business Office \$100; Elementary School \$100; School Lunch \$300
4. Designation of Treasurer or Deputy Treasurer to Sign Checks
5. Designation of Chief School Officer to approve Budget Transfers
6. Designation of Superintendent of Schools to Apply for Grants in Aid
7. Authorization to Participate in Cooperative Purchasing Programs – *Attachment 1*
The Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the “Cooperative Purchasing Agreement” for the 2017-2018 school year, as presented.
8. Authorization to Appoint Impartial Hearing Officer
WHEREAS, Part 200 of the Regulations of the Commissioner of Education was amended to require that, upon receipt of a request for an impartial hearing involving a student with or a student suspected of having a disability, a board of education “immediately” appoint an impartial hearing officer pursuant to the procedure set forth in said regulations; and
WHEREAS, said regulations also authorize a board of education to designate one or more of its members to appoint the impartial hearing officer.
The President and Vice President of the Board of Education are hereby authorized to appoint the impartial hearing officer to preside over special education hearings held pursuant to 8 NYCRR §200.5..
9. Indemnification and Legal Defense Resolution – *Attachment 2*

G. Official Undertakings

1. Appointment of Controller and Assistant Controller for Extraclassroom Activity Funds
Lauren F. French be appointed Controller for school year 2017-2018 and Carol L. LaSala appointed Assistant Controller for Extraclassroom Activity Funds for the year 2017-2018.

H. Other Items

1. Re-adoption of Code of Conduct, all Policies, and Code of Ethics in effect during Previous Year
2. Appointment of Legislative Liaison

III. COMMENT PERIOD

The Board offers two public comment sessions during each regular meeting, where they will hear remarks from members of the community. Those wishing to speak should state their name for the record and limit their comment to five minutes.

IV. DISCUSSION

- A. Administrative Updates
- B. Communcations

V. FINANCIAL REPORT

VI. UNFINISHED BUSINESS

A.

VII. CONSENT AGENDA:

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, that the Board of Education approve the following items under the Consent Agenda:

- A. Minutes of the June 26, 2017 Regular Meeting of the Board of Education
- B. Claims Auditor’s Reports for the Period 06/17/17 – 06/30/17
- C. CSE Business
- D. Memorandum of Agreement #4 to GSRPU Contract

VIII. NEW BUSINESS

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, that the Board of Education consider the following items under New Business:

- A. 2017-2018 District Comprehensive Improvement Plan – Attachment 3
- B. State Environmental Quality Review – East Side Elementary School “Reconstruction” (Sewage Station)

WHEREAS, the Board of Education of the Gouverneur Central School District (the “Board”) has considered the effect upon the environment of the proposed work at:

East Side Elementary School, “Reconstruction”, SED Control #51-11-01-06-0-003-012

WHEREAS, the Board has received and reviewed the Scope of the Proposed Project prepared and submitted in connection with the Project, and has further received and considered the advice of its Architects and Engineers with regard to the environmental impact of the Project; new therefore

BE IT RESOLVED, by the Board of Education of the Gouverneur Central School District as follows:

1. The Board hereby determines in accordance with Article 8 (State Environmental Quality Review Act – SEQRA) of the Environmental Conservation Law that the Project is a Type II action which will not have a significant impact on the environment and is not subject to review under SEQRA.
2. The Project is hereby approved and the Superintendent of Schools and all officers and employees of the District are authorized and directed to perform all actions and execute all documents necessary or appropriate to obtain the necessary funding, complete the Project and to carry out the intent of this resolution.

C. East Side Elementary School "Reconstruction"

RESOLVED: that the Board of Education of the Gouverneur Central School District is hereby authorized to expend up to \$100,000.00 for the Reconstruction Project, SED Control #51-11-01-06-0-003-012, at the East Side Elementary School, with up to \$100,000.00 of such cost to be expended from the Budget Appropriation, all as permitted by law. All of the above based on the approval of the State Environmental Quality Review Act and applicable regulations promulgated there under ("SEQRA")

D. Standard Work Day – Attachment 4

E. Committee Designations – Discussion

F. Acceptance of Gift

That the Board of Education accept the gift of the donation totaling \$970.00 from the GHS Alumni Basketball Association for the purchase of two Adjustable Easy-Up Youth Mini Goal and increase the athletic equipment budget by the same.:

G. Authorization to Declare as Surplus and Bid the Sale of Used Equipment – Attachment 5

H. Voting Delegate for the NYSSBA Convention

I. Hourly Wage Increase

That the Board of Education set the following hourly wage rates, effective July 1, 2017:

Hourly

| | |
|---|--|
| Lifeguard / School Monitor | \$11.00 |
| Food Service Helper | \$11.00 |
| Teacher/Clerical/Individual Aide | \$12.00 |
| Custodian/Cleaner | \$12.00 |
| Student Workers (age 16 and over for the summer) | Prevailing New York State minimum hourly wage |

Per Diem

| | |
|--------------------------------|-------|
| LPN | \$90 |
| Teaching Assistant | \$90 |
| Uncertified Substitute Teacher | \$90 |
| RN | \$105 |
| Certified Substitute Teacher | \$105 |
| GCS Retiree Substitute Teacher | \$125 |

J. School Lunch and Breakfast Program Participation and Policies

That the Board of Education approve the Certification of Acceptance of the Free and Reduced Price Meal Policy for participation in the National School Lunch and Breakfast Program, during 2017-2018, incorporating the income eligibility guidelines, application form, suggested format for letters to parents and news media, and to revise school cafeteria prices to the following:

All breakfasts: \$0.00; Reduced price lunches: \$0.00; Elementary Lunch: \$1.75; MS/HS Lunch: \$2.00

K. Policy Review – 1st Reading: #7130 Non-Resident Students – Attachment 6

IX. **SUPERINTENDENT'S REPORT:**

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, that the Board of Education approve the following items:

A. Appointments

1. Instructional

Extended Day Program Teachers and Coordinator
Reading Teacher – Pamela Stevens

2. Extra-Curricular

Fall Coaching Appointments – 2017-2018
Rescind Modified Girls' Swim Coach appointment – Katherine Richey
Co-Directors of Continuing Education for 2017-18: Sean Devlin, Deb White

3. Substitutes – Attachment 7

Approve all returning instructional and non-instructional substitutes, tutors, and students, for the 2017-2018 school year.

X. **COMMENT PERIOD**

XI. **PROPOSED EXECUTIVE SESSION and APPOINTMENT OF CLERK PRO TEMPORE**

to discuss matters leading to the appointment of a particular person, and appoint Superintendent Lauren F. French as Clerk Pro Tempore for the remainder of the meeting.

No further business is anticipated to be discussed in open session.

XII. **RETURN TO OPEN SESSION and ADJOURNMENT**