

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

AUGUST 21, 2017

I. CALL TO ORDER

The REGULAR MEETING of the Board of Education of Gouverneur Central School District was called to order by President Ed Siebels, at 6:30 P.M., EDT in the High School Cafeteria, leading those present in the Pledge of Allegiance.

Trustees Present: Dr. William Cartwright, James Delity, Lisa Dunkelberg, David Fenlong, Lisa McGregor, Roland Roderick, Ed Siebels.

Trustees Absent: Nickolas Ormasen, Karen Geer.

Also Present: Lauren French, Superintendent of Schools; Donna Runner, Assistant Superintendent; Carol LaSala, Business Manager; Cory Wood, High School Principal; Steven Coffin, Middle School Principal; Victoria Day, Elementary Principal; Charity Zawatski, Elementary Principal; Jessica Sullivan, Assistant Middle School Principal; Shannon Mattice, CIO; Harold Simmons, Director of Facilities; Tatia Z. Kennedy, District Clerk.

News Media: Jessyca Cardinell, Gouverneur Tribune Press.

II. COMMENT PERIOD

Tina French shared her desire for all teachers to receive first aid training including CPR certification. Since it is a student requirement she felt that all teachers should also have it, adding that it is her understanding it is encouraged but not mandatory.

III. DISCUSSION

A. Administrative Updates

1. Principals

Gouverneur Elementary. The principals provided a current bussing summary regarding communication efforts to inform parents that no bus changes will be accepted in September. Begindergarten, an introduction to Kindergarten, is underway with three classrooms of 13 students each, giving the children and their parents an opportunity to acclimate to school. The upcoming Meet & Greet will include a number of service providers to make contact with our parents, a new feature coordinated by Christie Warren. The principals also requested to host a future Board meeting in conjunction with a grand opening and ribbon cutting.

High School. Mr. Wood gave an overview of the upcoming orientations and Meet & Greet events. He reported that 303 students are signed up for fall sports, with only 12 impact tests outstanding. Responding to questions, he confirmed that students will need to renew their parking permits even if they had one in the past.

Middle School. Mr. Coffin and Ms. Sullivan talked about the “Middle School Staff Procedures and Expectations” for use by the building teams that will outline major initiatives and avoid misinterpretations. It will also formalize the character education program, which Ms. Sullivan explained would be tailored to what each team feels their students need most, with recognition for selected students during assemblies, replacing the CHAMPS program.

2. Facilities

Mr. Simmons said construction is going as expected, with sidewalks due to be poured this week at the entrances to the Elementary School, weather permitting.

B. Communications

President Ed Siebels shared a letter received from the Fair Board, *The Gouverneur and St. Lawrence Co. Fair would like to extend our sincere appreciation and a huge thank you to the members of the Wildcat Football Team for their help during the set up and tear down of our Josh Turner Concert on Tuesday, August 1, 2017. There were also some players who helped with our parking. We were extremely impressed with their hard work and respectful manner.* The letter also thanked Coach Devlin. Mr. Siebels shared an email he received from Lyle Hotis, thanking school staff for mowing and trimming the grounds and making a huge difference on the workload of the volunteers. Mr. Siebels reiterated his own appreciation to the staff.

August 21, 2017

IV. FINANCIAL REPORT

None.

V. UNFINISHED BUSINESS

A. Athletic Code of Conduct:

(See Sheet #1, Board Minutes File Folder)

Trustee Lisa McGregor presented the results of the committee's work to date on the athletic code of conduct, which is now the athletic/extracurricular code of conduct and applies to anyone who participates in a board-recognized activity. Some of the main changes she highlighted include the application of the code throughout the year, not just during seasonal participation, saying "we want to make sure the behavior and academics we want students to uphold is carried out inside and outside of school all year." Cut-off dates have been established for sports, and code of conduct meetings will be held with forms that parents must sign in person, not electronically. There will be four tiers of behaviors and consequences: Tier 1 is for in-school behaviors; Tier 2 relates to alcohol/drug use and arrests, or repeated school offenses, with consequences that may include removal from 25% of contests, substance abuse class, community service, and forfeiture of any post season awards; Tier 3 is a repeat of that offense and the student will be removed from participation for one calendar year from the date of the offense; and Tier 4 violations will remove the student permanently for the rest of his/her school career from eligibility to participate. Discussion ensued with board members not coming to agreement on Tier consequences and additional fact-checking requested on legality of long-term eligibility revocation. Mrs. McGregor provided additional information on academic eligibility, presenting two options currently under discussion by the committee that apply to grades 5-8. Option 1 applies to students needing to pass 3 out of 4 core subjects, with the rationale being the non-core subjects tend to be 10-week classes such as art and music that have a very low failing rate, and by changing your schedule you could be off remediation. Core classes are 40-week courses and tend to be used for summer school. It would also assist students in learning to balance classroom and extracurricular activities. Option 2 would be similar to what is in place for grades 9-12, with a warning for failing one class; academic remediation for failing two classes; and a student failing 3 or more classes for two consecutive 5-week periods will be ineligible. Pros and cons were discussed and in the interest of time it was determined that the Board would revisit the topic following further research.

VI. CONSENT AGENDA

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa Dunkelberg, seconded by Trustee Roland Roderick, that the Board of Education take the following action:

A. Minutes

Approve the minutes of the Regular Meeting of July 31, 2017, as presented.

B. Claims Auditors Reports

(See Sheet #2, Board Minutes File Folder)

Approve the Claims Auditor's Reports for the period 07/22/17 – 08/11/17, as presented.

C. CPSE Business

(See Sheet #3, 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#:

005102780 005103355

D. Treasurer's Report – June 2017

(See Sheet #4, Board Minutes File Folder)

Accept the Treasurer's Report for the month of June 2017, as presented.

E. Treasurer's Report – July 2017

(See Sheet #5, Board Minutes File Folder)

Accept the Treasurer's Report for the month of July 2017, as presented.

VI. CONSENT AGENDA (CONTINUED)

F. Regular Staffing Actions1. Appointment of Substitutes:

Maureen Baer, Joanna Carter, Jana Gately (certified), Michael Gately, Jr., Belisena Hall, Kara Mashaw, Amanda Newvine, Kylie Prashaw, Lacy Redmond, Tecia Tarkowski, Kaitlyn Thorne, Melissa Woodward

2. CSE/CPSE:

Elimination of 1:1 Supplementary School Personnel position for Student #10861, who withdrew from the district, effective immediately. Based on seniority, Kenneth Nicholas will be excessed from his position as Individual Aide, effective 8/30/17. Mr. Nicholas will be placed on the active substitute list for 2017-18.

Vote on Consent Agenda Items

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. ITEMS CONSIDERED ON CONSENT AGENDA, APPROVED AS PRESENTED.

VII. NEW BUSINESS

A. Policy Review

(See Sheet #6, Board Minutes File Folder)

The following policies had a first review:

3410 – Code of Conduct on School Property (annual review – no changes)

5410 – Purchasing: Competitive Bidding and Offering (annual review – no changes)

8260 – Title I Parent and Family Engagement (annual review – no changes)

5220 – District Investments (annual review – revised)

1510 – Regular Board Meetings and Rules (revised)

2130 – Board Member Training on Financial Oversight, Accountability and Fiduciary Responsibilities, and Governance (revised)

5110 – Budget Planning and Development (revised)

5130 – Budget Adoption (revised)

5511 – Reserve Funds (revised)

5570 – Financial Accountability (revised)

5572 – Audit Committee (revised)

5660 – School Food Service Program (Breakfast and Lunch) (revised)

6510 – Health Insurance (revised)

7222 – Diploma or Credential Options for Students with Disabilities (revised)

7240 – Student Records: Access and Challenge (revised)

7530 – Child Abuse and Maltreatment (revised)

8360 – B.Y.O.D. (Bring Your Own Device) (NEW)

Superintendent Lauren F. French brought attention to Policy 8360, the new B.Y.O.D. in preparation for the 1:1 device ratio that will soon be standard for grades 1-12. Mr. Coffin stated the policy provides the mechanism for students to bring in their own devices; i.e., Middle School uses Chromebooks, and it clearly lays out if you bring in your own device you are accessing the school's network so it brings it open to our rules and regulations. Students will use their Google account to access the school's wireless network; their device will be registered to our server, which will then track that IP address. Only one device, such as a phone or computer, may be logged in at one time, which will free up bandwidth as well. Regarding the School Food Service Program, Trustee Dr. William Cartwright asked about the grant that exists for free lunch and breakfast. Business Manager Carol LaSala responded that the district previously looked into that, and while we do qualify it would cost the district \$18,000 / month the way it is set up, so it was not pursued.

B. Tax Warrant for 2017-2018

(See Sheet #7, Board Minutes File Folder)

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa Dunkelberg,, and seconded by Vice-President David Fenlong, that the Board of Education approve the tax warrant for 2017-2018 in the amount of \$5,974,396 (\$5,905,696 [School] + \$60,000 [Gouverneur Library] + \$8,700 [Richville Library]), as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. TAX WARRANT FOR 2017-2018, APPROVED AS PRESENTED.

VII. NEW BUSINESS (CONTINUED)

C. Approval of Professional Development Plan 2017-2018

(See Sheet #8, Board Minutes File Folder)

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Vice-President David Fenlong, and seconded by Trustee Lisa McGregor, that the Board of Education approve the Professional Development Plan 2017-2018, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. PROFESSIONAL DEVELOPMENT PLAN 2017-2018, APPROVED AS PRESENTED.

D. 2017-18 Assessment Calendar

Assistant Superintendent Donna Runner shared testing dates for local and state assessments.

E. Adoption of Revised 2017-18 School Calendar

(See Sheet #9, Board Minutes File Folder)

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa Dunkelberg, and seconded by Trustee Roland Roderick, that the Board of Education adopt the revised 2017-2018 school calendar, reflecting the addition of half-day (PM) staff development days on September 29, January 26, February 16, and April 20; and the addition of parent-teacher conference half-days (PM) on November 2 and November 18 for grades PreK-4, as presented.

DISCUSSION: Superintendent Lauren F. French explained that additional time was needed to confirm the staff development days because of the difficulty in scheduling them for four districts – Gouverneur, Clifton-Fine, Harrisville, and Edwards-Knox. This enables SLL BOCES to provide thoughtful professional development. The conference days also needed to be scheduled during weeks that would not lose a minimum number of hours of instruction, which can result in denied state aid.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. REVISED 2017-18 SCHOOL CALENDAR, APPROVED AS PRESENTED.

VIII. SUPERINTENDENT'S REPORT

A. Resignations

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, that the Board of Education accept the request for resignation of the following personnel:

1. Non-Instructional

Carlee Clark. Motion made by Vice-President David Fenlong, and seconded by Trustee Lisa McGregor, that the Board of Education accept the request for resignation from Carlee Clark from her position as School Nurse (RN), effective at the end of the day August 21, 2017.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. RESIGNATION OF CARLEE CLARK, ACCEPTED.

Rebecca Rose. Motion made by Trustee Lisa Dunkelberg, and seconded by Trustee James Delity, that the Board of Education accept the request for resignation from Rebecca Rose from her position as Cleaner, pending her appointment as Custodian, effective August 7, 2017.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. RESIGNATION OF REBECCA ROSE, PENDING HER APPOINTMENT AS CUSTODIAN, ACCEPTED.

2. Instructional

Laura Kuhn. Motion made by Trustee Lisa McGregor, and seconded by Trustee Lisa Dunkelberg, that the Board of Education accept the request for resignation from Laura Kuhn from her position as Special Education Teacher, effective at the end of the day September 17, 2017.

DISCUSSION: Superintendent Lauren F. French explained she just received the request for resignation and that date was the 30-day notice.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. RESIGNATION OF LAURA KUHN, ACCEPTED.

VIII. SUPERINTENDENT'S REPORT (CONTINUED)

A. Resignations (Cont.)

Brittany Schermerhorn. Motion made by Trustee Dr. William Cartwright, and seconded by Trustee Lisa Dunkelberg, that the Board of Education accept the request for resignation from Brittany Schermerhorn from her position as Teaching Assistant, pending her appointment as Long Term Substitute Special Education teacher, effective August 31, 2017

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. RESIGNATION OF BRITTANY SCHERMERHORN, PENDING HER APPOINTMENT AS LONG TERM SUBSTITUTE TEACHER, ACCEPTED.

B. Elimination of Position

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

Secondary English Teacher. Motion made by Trustee Lisa McGregor, and seconded by Trustee Roland Roderick, that the Board of Education approve the recommendation to eliminate 1.0FTE Secondary English Teacher position, currently vacant, effective immediately. This position will be replaced with a Special Education teacher.

DISCUSSION: Trustee Lisa Dunkelberg asked if it was due to decreased enrollment; Superintendent Lauren F. French responded that we had two resignations in the English department and at this time there is a higher need for Special Education services. Responding to Trustee James Delity, Mrs. French said we will still have the required English classes with the existing staff.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. ELIMINATION OF SECONDARY ENGLISH TEACHER POSITION, APPROVED.

C. Creation of Position

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

Secondary Special Education. Motion made by Trustee Lisa Dunkelberg, and seconded by Trustee James Delity, that the Board of Education approve the recommendation to create a 1.0FTE Secondary Special Education Teacher position, effective immediately. This position will replace an English Teacher position.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CREATION OF SECONDARY SPECIAL EDUCATION POSITION, APPROVED.

Teacher Aide (7.5 hour). Motion made by Trustee Lisa Dunkelberg, and seconded by Trustee Dr. William Cartwright, that the Board of Education approve the recommendation to create a 1.0FTE Teacher Aide (7.5-hour), assigned to Elementary Special Education classroom, effective 8/31/17.

DISCUSSION: Responding to a funding question, Business Manager Carol LaSala answered that this position would come out of state aid, saying we budget for additional teacher aides in June as that need constantly changes.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CREATION OF TEACHER AIDE POSITION, APPROVED.

Title I Tutoring Program. Motion made by Trustee Lisa Dunkelberg, and seconded by Trustee Lisa McGregor, that the Board of Education approve the recommendation to create the following positions under the Title I Tutoring program, effective August 31, 2017:

Tutor: \$30/hour. Assigned to two hours/day after school Monday – Thursday.

Lead Teacher: \$40/hour. Assignment: Six hours to create the schedule, schedule teachers, organize student and teacher sign-in sheets, prepare room and supplies for tutoring, create flyer to share with scholars; one hour per week (30 weeks) to collect sign-in sheets, distribute supplies, organize data, schedule teachers; six hours to wrap up the program and finalize paper work.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CREATION OF TITLE I TUTORING PROGRAM TUTORS AND LEAD TEACHER, APPROVED.

VIII. SUPERINTENDENT'S REPORT (CONTINUED)

D. Appointments

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

1. Instructional

Curriculum Map Writers. Motion made by Trustee Lisa McGregor, and seconded by Trustee Lisa Dunkelberg, that the Board of Education approve the appointment of the following teachers as Curriculum Map Writers for 2017-18: Kelly Spencer Ayen, April Patton.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF CURRICULUM MAP WRITERS, APPROVED.

Title I Tutors. Motion made by Vice-President David Fenlong, and seconded by Trustee James Delity, that the Board of Education approve the appointment of the following teachers as Title I Tutors for 2017-18, at the rate of \$30/hour: Lisa Carbone, Sam Sochia, Cassandra Robillard.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF TITLE I TUTORS, APPROVED.

Brittany Schermerhorn. Motion made by Trustee Lisa Dunkelberg, and seconded by Trustee Roland Roderick, that the Board of Education approve the appointment of Brittany Schermerhorn as a long-term substitute teacher for the 2017-18 school year, as an Elementary School Special Education teacher. Ms. Schermerhorn holds Initial certification in Visual Arts.

DISCUSSION: Ms. Schermerhorn was present in the audience and welcomed.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF BRITTANY SCHERMERHORN AS LONG TERM SUBSTITUTE ELEMENTARY SPECIAL EDUCATION TEACHER, APPROVED.2. Non-Instructional

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, that the Board of Education approve the appointment of the following Extra-Curricular personnel:

Rebecca Rose. Motion made by Trustee Lisa Dunkelberg, and seconded by Vice-President David Fenlong, that the Board of Education appoint Rebecca Rose to the position of 1.0 FTE Custodian, effective August 7, 2017 at a prorated annual salary in accordance with the Gouverneur School Related Personnel Union Agreement, at Level 1 Custodian.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF REBECCA ROSE AS CUSTODIAN, APPROVED.

Lead Custodians. Motion made by Trustee Lisa Dunkelberg, and seconded by Trustee Roland Roderick, that the Board of Education appoint Shawn Hays as Lead Custodian – High School, and Forrest Fuller as Night Lead Custodian – High School, effective July 1, 2017, compensated per section 18.5 of the GSRPU contract.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF LEAD CUSTODIANS, APPROVED.3. Extra-Curricular

Extra-Curricular Advisors for 2017-18. Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa McGregor, and seconded by Trustee Lisa Dunkelberg, to appoint the following extra-curricular advisors for the 2017-2018 school year, compensated in accordance from the extracurricular (club) salary schedule of the GTA contract:

Deb Andrews	Grade 11 Advisor	Class E	Step 5
Evelyn Barton	Student Council 9-12	Class C	Step 17
Mike Bason	Competitive Speaking Club (Deans)	Class E	Step 1
Judith Bates	Choreographer Musical	Class C	Step 23

VIII. SUPERINTENDENT’S REPORT (CONTINUED)

D. Appointments – Extra-Curricular (Cont.)

Michelle Benda	Varsity Club	Class C	Step 5
Kathleen Buell	Musical Director #2	Class B	Step 6
Harold Bullock	FFA	Class B	Step 13
Victor Correa	Pep Band	Class F	Step 3
Victor Correa	Select Strings	Class C	Step 3
Victor Correa	Marching Band Director (Summer 2018)	Class A	Step 2
Nicholas Costa	History Club	Class D	Step 3
Robert Decker	Art Club	Class B	Step 5
Heather Delity	Robotics – Elem (Grade 5-6)	Class D	Step 4
Beth Denesha	Co-Deanonian	Class A	Step 3 (.5)
Beth Denesha	Grade 11 Advisor	Class D	Step 7
Nancy Hay	Key Club	Class D	Step 12
Nancy Hay	Grade 9 Advisor	Class E	Step 17
Richard Haynes	CODA Advisor	Uncompensated	
Richard Haynes	TRI-M	Uncompensated	
Richard Haynes	Middle School Drama	Class C	Step 1
Richard Haynes	Stage Band	Class C	Step 6
Richard Haynes	Performing Arts Director	Class E	Step 6
Richard Haynes	Select Choir (Chamber Singers)	Class B	Step 15
Richard Haynes	Winter Color Guard	Class E	Step 3
Aarik Langevin	Technology Club (MS)	Class E	Step 9
Lisa McCloud	Costume Club	Class E	Step 4
Heather Parker	Grade 10 Advisor	Class E	Step 6
Jerrilyn Patton	Grade 12 Advisor	Class D	Step 7
Stephanie Plaisted	OM Coordinator	Class D	Step 7
Heather Rose	Student Council 7-8	Class D	Step 16
Crystal Snyder	Communication Club	Class E	Step 3
Sam Sochia	Robotics	Class D	Step 9
Marcy Tyler	National Honor Society	Class C	Step 3
Terri Whitaker	Math Club	Class E	Step 16
Terri Whitaker	Whiz Quiz	Class D	Step 9
Debra White	F.H.A.	Class E	Step 18
Amber Wilcox	Fitness Center Trainer	Class E	Step 9
Cory Young	Grade 12 Advisor	Class D	Step 7
Cory Young	Co-Deanonian	Class A	Step 3 (.5)
Vacant	Hospitality Club	Class E	
Vacant	Senior High Fall Play	Class E	
Vacant	Musical Director #1	Class A	
Vacant	Trap team advisors		
Vacant	Marching Band support staff		

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. EXTRA-CURRICULAR APPOINTMENTS, APPROVED AS PRESENTED.

IX. COMMENT PERIOD

Transportation. Business Manager Carol LaSala reported that prior to school getting out in June, two letters were sent home to verify addresses and pickup locations. Kelley and Iva used that information to plan routing, and this week letters are going out with transportation information to over 1,000 students. This includes 68% bus transport, 13% walkers, and the rest parent transport. The letters will state pickup and drop-off times with a reminder that no changes will be accepted during September. If the information is incorrect it must be returned to the bus garage by August 30. New this year are community stops, with busing open to all students UPK – grade 4. It will streamline the process when safety allows. Streets with no sidewalks will not have a community stop. First Student Supervisor Kelley Moore added that all routes have had a dry run with minimal tweaking and look very good. Mrs. Moore also reported that a second dispatcher has been hired, Lori Weldon, who will start on August 28.

X. PROPOSED EXECUTIVE SESSION and APPOINTMENT OF CLERK PRO TEMPORE.

Motion made by Trustee Lisa Dunkelberg, and seconded by Trustee Roland Roderick, to enter into executive session to discuss the preparation, grading, and/or administrations of exams, including Regents scores and ELA / Math 3-8 exams, and to appoint Superintendent Lauren F. French as Clerk Pro Tempore for the remainder of the meeting.

YEAS: All Trustees Present. NAYS: None.

MOTION CARRIED. MEETING ADJOURNED AT 8:05 PM, EDT TO EXECUTIVE SESSION TO DISCUSS THE PREPARATION, GRADING, AND/OR ADMINISTRATIONS OF EXAMS, AND LAUREN F. FRENCH APPOINTED CLERK PRO TEMPORE.

XI. RETURN TO OPEN SESSION and ADJOURNMENT

There being no further business or discussion, motion made by Trustee Lisa Dunkelberg, and seconded by Trustee Roland Roderick, to return to open session and adjourn the meeting at 9:12 PM.

YEAS: All Trustees Present. NAYS: None.

MOTION CARRIED. OPEN SESSION RECONVENED AND MEETING ADJOURNED AT 9:12 PM, EDT.

Respectfully submitted,

Tatia Z. Kennedy, District Clerk

Ed Siebels, President