

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

December 11, 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, following the acapella renditions of *Joy to the World* and *Deck the Halls* sung by the Chamber Singers under the direction of teacher Richard Haynes.

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

Trustees Absent: None.

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; Shannon Mattice, CIO; Harold Simmons, Director of Facilities; Tatia Z. Kennedy, District Clerk.

News Media: Jessyca Cardinell, Gouverneur Tribune Press.

II. COMMENT PERIOD

President Ed Siebels announced that the comment period is for the audience to make comments and the Board to get feedback from the public, and items that can have public discussion and debate will be followed up at a subsequent board meeting under Unfinished Business.

Special Education concerns. A parent spoke of issues that his child had endured over the past five weeks, including busing procedures and the high number of different drivers his child has had; classroom supervision; the length of time it has taken to have a permanent aide assigned; and classroom environment, specifically having no windows in the classroom and a student age range of 36 months or greater. The parent contacted Michelle Snell, Regional Associate for Quality Assurance from SED, who agreed the classroom environment was not compliant with state regulations, which resulted in the district splitting the classroom into two age-appropriate sections with a classroom teacher for each. The parent also questioned why toys and crayons were removed from the classroom, and whether the secondary classrooms are compliant. He asked that procedures be developed for busing special needs students, to include drivers and monitors receiving training on needs of the particular students they transport. He also requested that a meeting between the parents, the principal, the teacher and all support staff be incorporated before the school year to educate everyone on the special needs of the students. He concluded by repeating the district motto, "Delivering the promise of a brighter future," adding, "for the sake of these children, please deliver."

III. DISCUSSION

A. Presentations

1. Staff Recognition Awards

On behalf of the District Shared Decision Making Team, Jerrilyn Patton presented the first recipients of the Staff Recognition Award for 2017-18 to Rachel Newvine, office clerical aide at Gouverneur Elementary; and Stephanie Plaisted, Instructional Technology Specialist for the district, reading, "Ms. Newvine sends positive messages every day with her attendance messages and spreads cheer everywhere she goes. She is always willing to lend an extra hand and always has a quiet, cheerful attitude. Her job is often hard and I know she puts in long hours, playing close attention to the smallest details, and looks for ways to make it easier for teachers. She is a vital part of our community at Gouverneur Elementary." "Ms. Plaisted epitomizes all aspects of our district vision. The success of our recent Technology Summit demonstrates her leadership, teamwork and commitment to this district in organizing this outstanding opportunity for our staff. She serves on various committees and is a valuable member of our team. Our district is better today because of her commitment to improving access to technology and professional development opportunities for all." President Ed Siebels thanked both employees to a round of applause.

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III. DISCUSSION (CONTINUED)

A. Presentations (Cont.)2. High School Presentation: The Art of Persuasion

Students from Mrs. Figulara's 10th grade honors group, Alyssa Spence, Hailey Clancy, Taylor Ormasen, Taylor D'Agostino, Shelbie Alguire, and Jade McIntosh, presented "The Art of Persuasion," discussing how varying the way something is presented can affect how the audience perceives it. They requested to follow up with additional examples at the next Board meeting.

3. FFA – Convention Update

Cheyenne Lilley, President (grade 12); Kaitlyn LaBrecque, Secretary (12); Chloe Renaud, Student Advisor (11); Hannah Hight, Treasurer (11); and Stephanie LaForty, Sentinel (11); shared a PowerPoint highlighting their trip to Indianapolis Oct 24-29 for the 90th National FFA Convention & Expo, including Lynnwoods Kennels (law enforcement canine training); Conner Prairie (portrayal of life from the 1800's); keynote speaker Laila Ali; workshops such as "Speak AG" (organic vs conventional production and farming); US Army Veterinary careers; attending a rodeo and a Rascal Flatts and Runaway June concert; and meeting students from all 50 states. Responding to questions, Ms. Renaud said that the experience makes her want to become more involved, and be able to take a small farm and turn it into a business and win awards. The students concluded by thanking the Board for allowing and supporting them to attend the convention.

B. Administrative Updates1. Principals

Middle School Principal Steve Coffin reported that many of the MS/HS staff, along with clubs and sports teams, donated, prepared and served 293 meals, including 140 deliveries, for the community dinner. High School Principal Cory Wood described YouScience, a career aptitude site our HS students are utilizing. Elementary principals Victoria Day and Charity Zawatski discussed the success they are having with the Lexia program being used to help build skills and identify weaknesses.

2. Facilities

Mr. Simmons' update on the new Middle School construction included the expected completion of the gymnasium by the end of January with new scoreboards, hardwood floors and bleachers.

3. Superintendent

Superintendent French informed Board members that the district is working with Mike Rebell, the attorney for a lawsuit titled "Campaign for Fiscal Equity for Schools." A parent has come forward willing to be the plaintiff to represent our school. The lawsuit extends back to 2005, and is for the deficit of foundation aid that should have been granted to our school and schools similar to us. Mrs. French is also attending an upcoming meeting to discuss shared facilities with the town, village, and other local entities. She concluded by thanking the Board for allowing her to go to New York City and participate in leadership seminars for women in education, where she met some outstanding people.

C. Communications

None.

IV. FINANCIAL REPORT

Business Manager Carol LaSala directed the Board's attention to the upcoming item J under New Business, the RPTL 487 Solar and Wind Systems Exemption Opt Out, explaining that the school district's attorney, Henry Leader, had advised us to opt out.

V. UNFINISHED BUSINESS

A. Third Reading Adoption of Revised Policy

(See Sheet #1, Board Minutes File Folder)

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa McGregor, and seconded by Trustee Roland Roderick, that the Board of Education approve the revisions to the Board Policy Manual, effective immediately, as presented: 3220 -Public Expression at Meetings, Revised.

DISCUSSION: Superintendent French clarified that only the request for the word "may" to "shall" was changed.

YEAS: All Trustees Present **NAYS:** None.

MOTION CARRIED. UPDATES TO BOARD POLICY MANUAL, ADOPTED AS PRESENTED.

V. UNFINISHED BUSINESS (CONT.)

B. Public Response to Previous Comments1. Bullying.

Responding to a parent's concern about staff and student actions related to her child in particular, Mr. Coffin has addressed all students involved in situations with that student and has not received any additional concerns from the parent or student. Ms. Zawatski has also worked with the parent and was able to resolve one incident and stated a second incident would be settled the following day.

2. Athletic Banquet.

Parent Pam Stevens had requested a better format be developed to keep people from leaving the banquet before all teams were recognized. Superintendent Lauren F. French spoke in detail with Mrs. Stevens about her concerns and the agenda has been addressed for the next athletic banquet. One consideration may be to only present the top two awards in public, then split teams into different rooms for a more detailed treatment.

VI. PROPOSED EXECUTIVE SESSION.

Motion made by Trustee Lisa Dunkelberg, and seconded by Trustee Karen Geer, to enter into executive session to discuss the employment history of a particular person.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. EXECUTIVE SESSION ENTERED AT 7:28 PM.

RETURN TO OPEN SESSION

Open session resumed at 7:40 PM.

VII. CONSENT AGENDA

President Ed Siebels 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 Items:

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

A. Minutes

Approve the minutes of the Regular Meeting of November 20, 2017, as presented.

B. Claims Auditors Reports

(See Sheet #2, Board Minutes File Folder)

Approve the Internal Claims Auditor's Reports for the period 11/11/17 – 12/01/17, as presented.

C. CSE 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 CSE Meeting Minutes report:

CSE Student ID#:

005103315	005103447	005101424	000001484	000014076	000010687
005100955	000010662	005100437	005100715	005102036	000011959
005101009	005101498	005102021	005102448	005102693	005103224
005103448	000011921	005101971	000010618	000001596	005101557
005102401	000010649	000011344	005101362	005101872	005103081
005101946	005101802	005102609	005100729	005101680	005103015
005100839	000011366	000011335	000010628	000010749	005103305
000011318					

D. CPSE Business

(See Sheet #4, 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:

CSE Student ID#:

005103211 005103222

VII. CONSENT AGENDA (CONT.)

E. Regular Staffing ActionsCSE/CPSE Personnel Action:

Recall Kaitlyn Thorne as 1.0FTE Individual Aide, effective December 11, 2017, per terms of Memorandum of Agreement #4 to the GSRPU Contract, to fill vacancy created by student #005102739

Appointment of Substitutes:

Marco Carbone: Instructional; Karen Hubbard: Support; Brooke Lynde: Instructional, Support; Kimberly Robinson: Instructional, Support; Rachel Schroeder: Instructional, Support; Whitney Turner: Instructional, Support; Eva Weekes: Instructional, Support

F. Memorandum of Agreement #8 to GTA Contract

(See Sheet #5, Board Minutes File Folder)

Approve the Memorandum of Agreement #8 to GTA Contract, as presented.

Vote on Consent Agenda Items:

YEAS: All Trustees Present NAYS: None.

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

VIII. NEW BUSINESS

A. Fourth Grade Field Trip to Upper Canada Village, Ontario, Canada

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa McGregor, and seconded by Trustee Dr. William Cartwright, that the Board of Education approve the Field Trip Request from the Fourth Grade Teachers and students at Gouverneur Elementary to travel to Upper Canada Village in Ontario, Canada on or about June 7, 2018.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. FIELD TRIP TO ONTARIO, CANADA, APPROVED AS PRESENTED.

B. Hiring Practices for Administrators

Trustee Lisa Dunkelberg opened a discussion regarding board members taking part in the hiring process at all levels, not just for administrative hires. Following discussion and with no opposition, Superintendent French said that she would work to get advance notice to board members for all scheduled interviews, and board members would have the opportunity to be present, but not contribute, to the interview process.

C. Discipline Analysis

Trustee Lisa Dunkelberg shared that NYS Education Commissioner MaryEllen Elia recently spoke on climate surveys, and how they are used across the state to build social and emotional supports. School climate encompasses a broad range of aspects, including attendance, discipline, feelings of safety and more; it is the culture of the school. She referenced the idea that schools provide the data on their dashboards, leading into a request for monthly discipline referrals for the board to review. Following further conversation, it was determined trustees Lisa Dunkelberg and Dr. William Cartwright will work with CIO Shannon Mattice to develop a prototype report.

D. Attendance Report

Similar to the discipline analysis, trustees Lisa Dunkelberg and Dr. William Cartwright will spearhead the development of a model report.

E. Student Athlete Food Allowance

A lengthy discussion took place on the current and past practice for providing a food allowance to athletes. Superintendent Lauren F. French stated the current practice is that no district funding is used for meals for athletes when they are away at competitions. Past practice was that money was provided for this purpose. Issues identified included using taxpayer money as a gift; fairness to other teams and clubs such as FFA and Whiz Quiz who travel and are not provided a meal allowance; and students who cannot afford to purchase meals on their own. Mrs. French stated the district provides transportation, and our facilities are offered free of charge to booster clubs who are using our buildings for fundraisers for their clubs and teams. Assistant Superintendent Donna Runner informed those present that the district has funds available for particular students, such as homeless students under McKinney-Vento, that can be used in certain situations. She agreed to look further into those budgets and research the protocol for using those monies. President Ed Siebels also requested that we consult with other school districts to see what their practice is and how it is implemented.

VIII. NEW BUSINESS (CONTINUED)

F. Special Education District Plan

Board members were provided an electronic copy of the current Plan for their review.

G. Calendar Change – Early Dismissal Drill 12/21/17

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa Dunkelberg, and seconded by Trustee Karen Geer, that the Board of Education approve the adjustment to the 2017-18 School Calendar as follows:

December 21, 2017 – Early Dismissal Drill. Gouverneur Jr-Sr High School will dismiss at 1:35 PM; Gouverneur Elementary School will dismiss at 2:00 PM.

DISCUSSION: Superintendent Lauren F. French stated that this drill would be a reverse order from the first one, to see if having the older students on the bus first can assist with the younger ones, saying, “It is a better solution to get our scholars and staff home earlier, but we have to make sure we can do it safely.”

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. EARLY DISMISSAL DRILL ON 12/21/17, APPROVED AS PRESENTED.

H. Policy Review – First Reading

(See Sheet #5, Board Minutes File Folder)

The following policies were reviewed for recommended adoption at the January 8, 2018 regular meeting:

5670 – Records Management – Revised. *Updated to reflect managing inactive records in addition to the disposition of obsolete records, and clarifies language related to record preservation through electronic means.*

7532 – Dignity for All Students Act – Revised. *The Comptroller’s Office issued a report in October 2017 on SED’s implementation of DASA, and some of the Comptroller’s key findings – addressing information access and training, specifically that many districts did not ensure wide access to Dignity Act Coordinator (DAC) contact information, and that some did not provide DASA training to non-instructional personnel. The updated policy confirms at least 5 ways to provide contact information for the DAC and verifies that ALL employees receive annual training.*

I. Out of State Conference Approval

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa McGregor, and seconded by Trustee Karen Geer, that the Board of Education approve the request for Elementary principals Victoria Day and Charity Zawatski to attend the 2018 NAESP (National Association of Elementary School Principals) conference in Orlando, FL on July 9-11, 2018. They have submitted a proposal to present a session. Grant funding for professional development will cover all expenses.

DISCUSSION: Responding to discussion, Donna Runner said the general expectation is they will come back and report. Mrs. Day said the proposal to be presented is the *Nuts and Bolts of Co-Principalship* and best practices.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. OUT OF STATE CONFERENCE, APPROVED.

J. RPTL 487 Solar and Wind Systems Exemption Opt Out

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa McGregor, and seconded by Trustee Dr. William Cartwright, that the Board of Education adopt the following resolution:

BE IT RESOLVED, that the Board of Education of the Gouverneur Central School district hereby resolves to opt out of the exemption under New York State Real Property Tax Law § 487 for solar or wind energy systems or farm waste energy systems within its jurisdiction; that the Board hereby authorizes and directs the Superintendent to file a copy of this resolution with the New York State Department of Taxation and Finance and with the New York State Energy Research and Development Authority (NYSERDA); and that the Board further authorizes and directs the Superintendent to take all other actions necessary and proper to effect this resolution.

DISCUSSION: Business Manager LaSala explained that according to our lawyer, we are losing nothing. Fort Drum regulations on wind will deter development and PILOT programs for solar provide a tax break. This opt-out is for Jefferson County and had to have our response by December 31.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. GCSO OPTS OUT OF THE EXEMPTION UNDER RPTL 487, AS PRESENTED.

IX. SUPERINTENDENT'S REPORT

A. Retirements1. Non-Instructional

Edna Bigarel. Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa McGregor, and seconded by Trustee Lisa Dunkelberg, that the Board of Education accept the request for resignation for retirement purposes from Edna M. Bigarel, Teacher Aide, effective June 22, 2018.

DISCUSSION: President Ed Siebels stated that Mrs. Bigarel has been with the district since 2004, and thanked her for her time.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. RETIREMENT OF EDNA BIGAREL EFFECTIVE 6/22/18, ACCEPTED.

B. Appointments1. Instructional

Kelly Genter. Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa McGregor, and seconded by Trustee Roland Roderick, that the Board of Education appoint Kelly Genter, who possesses permanent certification in Special Education, to a four-year probationary term as a Special Education Teacher, in the *General Special Education* tenure area, at an annual salary in accordance with the Gouverneur Teachers' Association Agreement, at Step 5, B30M from the 2017-2018 salary schedule, prorated to January 2, 2018. The probationary period is effective January 2, 2018 through January 2, 2022 (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012-3 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-3 of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

DISCUSSION: Superintendent Lauren F. French said this addresses the concern for an additional Special Education teacher. Ms. Genter was present and introduced herself, saying she is excited to get started in January.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF KELLY GENTER AS SPECIAL ED. TEACHER, APPROVED.

Pamela M. Stevens: Extra Duty. Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa Dunkelberg, and seconded by Trustee Karen Geer, that the Board of Education approve Pamela M. Stevens as a Title 5 Tutor for the 2017-18 school year, compensated at the established GTA rate of \$30.00/hour.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF PAMELA STEVENS AS TITLE 5 TUTOR, APPROVED.

Sean T. Devlin: Extra Duty. Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by LD and seconded by RR that the Board of Education approve Sean T. Devlin as an Extended Day Program Teacher for the 2017-18 school year, funded through the federal Title I program at the rate of \$30.00/hour.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF SEAN T. DEVLIN AS EXTENDED DAY TEACHER, APPROVED.

2. Non-Instructional

Ryan P. Hays. Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Lisa Dunkelberg, and seconded by Trustee James Delity, that the Board of Education accept the request for resignation from Ryan P. Hays as Cleaner and appoint Ryan P. Hays to the position of Custodian, effective January 1, 2018 at an annual salary in accordance with the Gouverneur School Related Personnel Union Agreement, at Level 1 Custodian, from the 2017-2018 salary schedule.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. RESIGNATION OF RYAN P. HAYS AS CLEANER AND APPOINTMENT AS CUSTODIAN, APPROVED.

IX. SUPERINTENDENT'S REPORT (CONT.)

B. Appointments – Non-Instructional (Cont.)

Tanna M. Davis. Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee James Delity, and seconded by Trustee Lisa McGregor, that the Board of Education appoint Tanna M. Davis to the position of Custodian, effective January 1, 2018 at an annual salary in accordance with the Gouverneur School Related Personnel Union Agreement, at Level 1 Custodian, from the 2017-2018 salary schedule.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF TANNA M. DAVIS AS CUSTODIAN, APPROVED.

X. COMMENT PERIOD

Student climate survey. Pam Mahay, GTA co-president, referencing the discussion that talked about Commissioner MaryEllen Elia urging schools to post climate survey data on the school dashboard, said in light of recent events, she did not believe it prudent to share that with students, stating her concern that people would put more value on data from climate survey than on the people that were harmed. She questioned how the district can be sure that students would not be harmed as teachers had.

GTA Community events. GTA co-president Brooke Santamont shared many of the community events the GTA has been involved in. The October fundraiser, "Socktober," collected over 550 pair of socks that were distributed during the Christmas parade, with extras going to the nurse offices. The GTA had an "Elf on the Bookshelf" float in the Christmas parade, and were able to distribute over 600 books to students in the community thanks to a partnership with First Book's Paul Webster. Upcoming events are the Season of Giving challenge for canned goods and money for the local neighborhood center and the Kiwanis backpack program, the annual breast cancer walk, scholarships, and more.

Student Athlete Food Allowance. Coach and teacher Joel Baer requested that the Board continue to pursue this and check with other districts as he knows other districts continue this practice. Going to the States should be an honor but to some it is a burden if they have to cover their own costs.

Support for GTA. Ron McDougall, Mayor of Gouverneur as well as the President of the Northern New York Central Labor Council, spoke of his support for the unions and urged the administration and teacher's union to settle the contract without going to arbitration.

Discipline analysis. Middle School teacher Denise Baer shared that Mr. Coffin and Assistant Principal Jessica Sullivan hold monthly meetings with each middle school team to share discipline numbers – how many referrals, how many were destructive, etc., and said the data is very helpful to her team.

XI. PROPOSED EXECUTIVE SESSION and APPOINTMENT OF CLERK PRO TEMPE.

Motion made Trustee Lisa Dunkelberg, and seconded by Trustee Lisa McGregor, to enter into executive session to discuss the employment history of a particular person, and to appoint Superintendent Lauren F. French as Clerk Pro Tempe for the remainder of the meeting.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. BOARD MEMBERS ADJOURNED INTO EXECUTIVE SESSION AT 8:40 PM WITH LAUREN F. FRENCH AS CLERK PRO TEMPE FOR THE REMAINDER OF THE MEETING.

OPEN SESSION RESUMED AT 9:45 PM.

XII. ADJOURNMENT

There being no further business or discussion, motion made by Trustee Lisa Dunkelberg, and seconded by Trustee Karen Geer, to adjourn at 9:45 PM.

YEAS: All Trustees Present. NAYS: None.

MOTION CARRIED. MEETING ADJOURNED AT 9:45 PM, EDT.

Respectfully submitted,

Tatia Z. Kennedy, District Clerk

Ed Siebels, President

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