

DRAFT

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

OCTOBER 1, 2018

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 6:30 P.M., EDT in the High School Auditorium, leading those present in the Pledge of Allegiance.

Trustees Present: James Delity, David Fenlong, Lisa McGregor, Nickolas-Ormasen, Laurie M. Roberts, Roland Roderick, Laura Spicer.

Trustees Absent: Dr. William Cartwright, Karen Geer.

Also Present: Donna Runner, Assistant Superintendent; Cory Wood, High School Principal; Steven Coffin, Middle School Principal; Victoria Day, Elementary Principal; Robyn Knowlton, CSE/CPSE Chairperson; Tatia Z. Kennedy, District Clerk.

News Media: Jessyca Cardinell, Gouverneur Tribune Press.

II. COMMENT PERIOD

President David Fenlong opened the floor for the first of two public comment periods, reminding those present to keep any comments to five minutes or less, and the Board will not respond to speakers during the meeting unless to address inaccurate information or ask clarifying questions. Discussion items not on the agenda must be clearly identified by topic, and questions raised may be responded to at the next meeting. President Fenlong announced that due to unforeseen circumstances Superintendent Lauren French and Business Manager Carol LaSala were both unable to attend this meeting, so some agenda items may have limited discussion, and Item C under Unfinished Business, Booster Club discussion, will be postponed to the next meeting.

III. DISCUSSION

A. Administrative Updates

Elementary principal Victoria Day shared information on the new schedule tried for opening week this year for our UPK and K students. After much discussion and planning throughout the spring, it was organized to start the UPK and K students on the second day of school (Wednesday), for half days through Friday of the first week. This allowed UPK and K teachers to support and welcome 1-4 students the first day, and work on procedures and routines with the students the first week. She shared comments from staff members who were very pleased with the trial, and stated there were very few problems, most in management of transportation and meals, which they plan to fix for next year. Teacher and union representative Pam Mahay was in the audience, and was asked for her comments, saying it was positive not only for the PreK and K but the whole building, Middle school principal Steve Coffin provided an update on the building issue that closed school for two days the previous week, saying it presented as sewage problem, with the grinder/sewage pump shutting off, but was found to actually be an electrical issue. The problem has been addressed, and now Siemens is working on finding a better solution to alert our maintenance staff of any problems, such as by cell phones. Responding to questions, he stated that it was originally discovered by another contractor who was doing work on a different issue. Everything is working now. He didn't believe there would be any expense to the school; it was his understanding it was an installation issue. At the high school, Principal Cory Wood briefed board members on the SUPA program, saying October is the month for students to visit SU and meet with professors, as well as teachers trained by SU will be attending a seminar or professors will come to our district to meet with teachers and students. He also announced that our teacher, Mr. Dashnaw, is on the Forensics advisory committee for SU and will develop curriculum along with educators from Long Island and Buffalo.

Student board representative Abigail Riutta reported on homecoming activities, saying the new tradition with floats and parade was a big success. Saturday was the dance and football game, and Sunday they had the powder puff game. Since school was cancelled last Thursday and Friday, they will finish up spirit week and the pep rally with the pie in the face contest this week.

B. Communications

President Fenlong reminded those present that October 9 is the BOCES capital project vote with polls open from 12 -8, and they will also have an open house from 5:30 - 7.

October 1, 2018

IV. FINANCIAL REPORT

Business Manager Carol LaSala had provided a proposal to board members ahead of time for a project to replace the current fluorescent bulbs in the high school with LED lights. The proposal contained a sample estimate of the cost savings of replacing three floors of classrooms, and board members agreed that a complete estimate for the entire high school would be supported but would appreciate if one or more additional estimate bids could be done. President Fenlong indicated specific questions should be emailed to Ms. LaSala.

V. UNFINISHED BUSINESS

A. Response to Comments

Administrators have prepared responses to the following concerns brought up at the September 17, 2018 regular meeting:

DASA procedures. High School Principal Cory Wood went through the background of the Dignity for All Students Act (DASA), in place since 2010, and it addresses how students are addressed and treated in schools between peers and staff members. He provided the reporting procedures, saying if a student feels another student or staff member has violated his or her rights, that student has 1 day to report to the DASA coordinator. At the building level that is the principal or guidance counselor. In this district all administrators and guidance counselors are coordinators. Once a report is made, an investigation is started, and an investigation must be written up in two days. The information is documented and the process starts to figure out if it is a bullying or conflict situation. Sometimes incidents become physical, that takes it to a different level of discipline. It is required to document all occurrences, and a known DASA can fall under many categories. At the end of the year we report to state on general form. In dealing with students, if there is DASA we required to come up with action plan. Material incidents are reported to NYS. An action plan must be developed detailing how we move forward, this can consist of a meeting with families, or there could be consequences depending on severity. The goal is to bring closure to the incident and allow students to come to school harassment free.

Boys' Soccer. Principal Wood explained that sports schedules are arranged prior to the season through the athletic office; the AD's meet monthly and develop schedules. We are monitoring the current Boys' Soccer season; they are 4-6-1 right now. The AD's look for schedules that are challenging and with comparable schools for maximum opportunities to play. We are taking comments on the season.

B. Second Reading and Adoption of Policies

(See Sheet #1, Board Minutes File Folder)

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Laurie M. Roberts, and seconded by Trustee Roland Roderick, that the Board of Education adopt the following new and revised policies, effective immediately, as presented:

5551 – Allocation of Title I, Part A Funds in the District (New)

7133 – Education of Students in Foster Care (New)

7618 – Response to Intervention (RTI) Process (Revised)

DISCUSSION: Assistant Superintendent Donna Runner clarified that the Title I monies can be used for any student who needs academic intervention service, and added that we have after school tutors at the high school level.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. POLICIES ADOPTED AS PRESENTED.

C. Booster Club

President Fenlong reminded everyone that this would be postponed to the 10/22 agenda when Superintendent French and Business Manager LaSala would be available for their input.

VI. CONSENT AGENDA

President Dave 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 for special consideration or discussion; therefore, no items were removed for consideration separately from the Consent Agenda.

Motion to approve Consent Agenda Items:

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Vice-President Lisa McGregor, seconded by Trustee Laurie M. Roberts, that the Board of Education take the following action:

A. Minutes

Approve the minutes of the Regular Meeting of September 17, 2018, as presented.

B. Claims Auditors Reports

(See Sheet #2, Board Minutes File Folder)

Approve the Claims Auditor's Reports for the period 9/08/18 – 9/21/18, 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:

5101802	0011218	5103222	5103743	5101025	0011897
5100347	5102035	5102450	5102865	5103525	5102987

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:

5103036

CSE/CPSE Personnel Action:

- a) Elimination of 1:1 Supplementary School Personnel for student #5102607, effective 9/18/18 (student left district).
- b) Kaitlyn Thorne transferred from 1.0 FTE to 0.5 FTE Individual Aide, effective 10/2/18.
- c) Tecia Tarkowski excused from her position as 0.5 FTE Individual Aide, effective 10/2/18.

E. Tax Roll Corrections

(See Sheet #5, Board Minutes File Folder)

1. James Sapienza (2018 - 2019)

Approve the application for tax roll correction for the Town of Gouverneur parcel 144.003-1-10.22 assessed to James Sapienza/Oliver Gorevski, 163 Stony Point Trail, Webster, NY 14580 to correct a clerical error made on the part of the Assessor (Assessed value increased - was not what was agreed upon - tax adjustment from \$1,324.61 to \$1,167.09).

2. Anthony/Roxanne Cousino (2018 - 2019)

Approve the application for tax roll correction for the Village of Gouverneur parcel 173.033-5-15 assessed to Anthony and Roxanne Cousino, 17 Dorwin Street, Gouverneur, NY 13642 to correct a clerical error made on the part of the Assessor (Assessed value increased - was not what was agreed upon - tax adjustment from \$545.81 to \$445.57).

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. Calendar Change

(See Sheet #6, Board Minutes File Folder)

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Laurie M. Roberts, and seconded by Vice-President Lisa McGregor, that the Board of Education approve and adopt the following changes to the 2018-19 school calendar:

September 27, 2018: Full day staff development, no school for students (change from full day instructional).

September 28, 2018: Full day staff development, no school for students (change from AM instructional, PM staff development)

November 13, 2018: Full day instructional (change from full day staff development)

March 22, 2019: AM instructional; PM staff development (change from full day staff development)

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. 2018-19 REVISED SCHOOL CALENDAR, APPROVED AS PRESENTED.

B. Annual Financial Report (ST-3) for Fiscal Year Ending June 30, 2018

(See Sheet #7, Board Minutes File Folder)

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Laurie M. Roberts, and seconded by Trustee Roland Roderick, that the Board of Education accept the Annual Financial Report (ST-3) for the fiscal year ending June 30, 2018, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. ANNUAL FINANCIAL REPORT (ST-3) FOR FISCAL YEAR ENDING 6/30/18, ACCEPTED AS PRESENTED.

C. Overnight Wrestling Trips Request

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Vice-President Lisa McGregor, and seconded by Trustee Laurie M. Roberts, that the Board of Education approve the request from the wrestling team to attend the following overnight trips, with associated travel and participation fees:

Nov. 30-Dec. 1 – Mark Stephens Classic, Horseheads, NY; fee \$350.00

Dec. 28-29 – Haines Memorial Tournament, Oswego, NY; fee \$400.00

January 4-5 – 50th Peru Invitational Wrestling Classic, Peru, NY; fee \$300.00

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. OVERNIGHT WRESTLING TRIPS, APPROVED AS PRESENTED.

D. SRO Position – update

Vice-President Lisa McGregor summarized the meeting of the safety committee, saying the general consensus is that the SRO will build relationships with students, be an extra set of eyes for administration and support services, build a rapport with our younger students as someone they can trust, deter behaviors we don't want to see occur in our building, make students and staff comfortable to speak up if they see or suspect something. Conversely, the SRO will not take over any responsibilities of administration including discipline. They have decided to start with the village police department to contract for someone to be our SRO due to the good relationship we have with our local police force.

VII. NEW BUSINESS (CONT.)

E. Active Shooter Drill –update

High School Principal Cory Wood recapped the Active Shooter Drill held Friday, September 28 during the staff development day when no students were in attendance. The event had been in the planning stages since March, working with Mark Tyler, firearms instructor and coordinator of the drill. There were 72 employees participating as students and staff. The incident began shortly after 6th period and lasted about 1-1/2 hours, with pre- and post-incident meetings. In our scenario they used three attackers due to the size of the building, with people on all three floors, giving law enforcement the opportunity to train with stairwells which many other schools do not have. The attackers quickly took out our communications system, and the staff had to react on what they heard and saw. The response force included NYS troopers, sheriff, customs, and DEC, and was attended by additional zone captains and sergeants, approximately 35 officers in total. Mr. Wood commented that our staff did a nice job locking down, and appreciated being part of the realistic drill. It showed our vulnerabilities and what we do well, and the safe school money will be used in more security. Responding to questions, he confirmed no students took part, but staff members played the role of students, including those who may be in the hallways when it started. The simulation included the sounds of automatic fire, shell casings, gun powder, the hitting of doorknobs, saying at times it was a confusing environment, followed by an assault force coming in to neutralize the situation and take over three floors. Conversation about having additional drills and involving more buildings took place, with Mr. Wood saying the biggest difficulty is scheduling due to more schools asking for it and law enforcement having to pull resources around their own scheduled time off, etc. Mr. Wood confirmed that officers will stop in all of our buildings periodically, and like most schools are escorted by a principal while there, allowing them to get to know the principals and share information about the building with them.

F. Creation of PLC

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee James Delity, and seconded by Trustee Roland Roderick, that the Board of Education approve the creation of Professional Learning Communities (PLC) Extra Duty position. A PLC is a group of educators that meets regularly, shares expertise and works collaboratively to improve teaching skills and the academic performance of students. The PLCs will meet on the topics of Differentiation, Guided Math and Inclusion. Participants will be provided a stipend of \$30.00/hour paid through Title II funds.

DISCUSSION: Assistant Superintendent Donna Runner clarified that this will be open to all teachers UPK-12 who are interested; the teachers plan the meeting times based on their own schedules.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CREATION OF PROFESSIONAL LEARNING COMMUNITIES (PLC) EXTRA DUTY POSITION, APPROVED AS PRESENTED.

VIII. SUPERINTENDENT'S REPORT

A. Retirements

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, that the Board of Education accept the request(s) for resignation for retirement purposes from the following personnel, as presented:

Connie Tubbs. Motion made by Trustee Laurie M. Roberts, and seconded by Trustee Roland Roderick, that the Board of Education accept the request for resignation for retirement purposes from Connie Tubbs, effective June 30, 2019.

DISCUSSION: Vice-President Lisa McGregor extended thanks on behalf of the Board for her many years of teaching.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. RESIGNATION FOR RETIREMENT PURPOSES OF CONNIE TUBBS, EFFECTIVE 06/30/19, ACCEPTED.

Martha Burt. Motion made by Trustee James Delity, and seconded by Trustee Laurie M. Roberts, that the Board of Education accept the request for resignation for retirement purposes from Martha Burt, effective June 30, 2019.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. RESIGNATION FOR RETIREMENT PURPOSES OF MARTHA BURT, EFFECTIVE 06/30/19, ACCEPTED.

B. 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:

Alicia Dalton. Motion made by Vice-President Lisa McGregor, and seconded by Trustee Laura Spicer, that the Board of Education accept the request for resignation from Alicia Dalton, Reading Teacher, effective 9/20/18.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. RESIGNATION OF ALICIA DALTON, EFFECTIVE 09/20/18, ACCEPTED.

C. Appointments

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

Long-Term Substitute Appointment – Kirsten L. Sargent. Motion made by Vice-President Lisa McGregor, and seconded by Trustee Roland Roderick, that Kirsten L. Sargent, who holds Permanent certification in PreK-6, is hereby appointed to the non-probationary position of long-term substitute for the position that is encumbered by an elementary Reading vacancy, commencing on October 1, 2018 until further notice, at the established rate of certified substitute teacher.

DISCUSSION: Assistant Superintendent Runner confirmed that we plan to fill this position with a Reading-certified teacher.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF KIRSTEN L. SARGENT AS LONG TERM SUBSTITUTE, APPROVED.

Curriculum Map Writers. Motion made by Trustee James Delity, and seconded by Trustee Laurie M. Roberts, that the Board of Education approve the appointment of the following teachers as Curriculum Map Writers for 2018-19: Lisa Carbone and Heather Richardson. Mastery Algebra I x 8 days each at \$125.00.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF CURRICULUM MAP WRITERS, APPROVED.

VIII. SUPERINTENDENT'S REPORT – C. Appointments (Continued)

Title I Lead Tutor. Motion made by Vice-President Lisa McGregor, and seconded by Trustee James Delity, that the Board of Education approve the appointment of Kassandra Robillard as Title I Lead Tutor for 2018-19, at the established rate of \$40/hour.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF TITLE I LEAD TUTOR, APPROVED.

PLC Educator. Motion made by Trustee Laura Spicer, and seconded by Trustee Laurie M. Roberts, that the Board of Education approve the appointment of the following teachers as PLC Educators, at the established rate of \$30.00/hour: Arleen Escudero, Carrie Hartle, Sara Narrow-LaPoint.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF PLC EDUCATORS, APPROVED.

Britnee C. Kratochvil – Science Teacher. Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Vice-President Lisa McGregor, and seconded by Trustee Laurie M. Roberts, that the Board of Education appoint Britnee C. Kratochvil, possessing a Biology 7-12 initial certificate, to a four-year probationary term as a Science Teacher in the *Science Academic Grades 7-12* tenure area, at an annual salary in accordance with the Gouverneur Teachers' Association Agreement, at Step 1, B30M, from the current GTA salary schedule. The probationary period is September 29, 2018 through September 29, 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 of Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-d 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: Assistant Superintendent Runner confirmed that Ms. Kratochvil has been in this position as a long-term sub awaiting certification.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF BRITNEE KRATOCHVIL AS SCIENCE TEACHER, APPROVED.

2. Substitutes

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Vice-President Lisa McGregor, and seconded by Trustee Roland Roderick, that the Board of Education approve the appointment of the following personnel as listed to work as per diem substitutes for instructional, support, buildings & grounds, and/or food service departments, pending completion of all requirements including mandatory training, NYSED fingerprint clearance, and necessary employee paperwork, for the 2018-2019 school year: Marco Carbone, Amy Catts, Brandon Klock, Kaitlynn Morse, Jessica Simmons.

DISCUSSION: Trustee Roberts asked if the district pays for fingerprints and was told the district does not.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF SUBSTITUTES, APPROVED AS PRESENTED.

3. Students

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Laurie M. Roberts, and seconded by Trustee Roland Roderick, that the Board of Education approve the appointment of the following students as listed to work as lifeguards and/or fitness center monitors, pending completion of all requirements including appropriate certification, mandatory training, and necessary employee paperwork, for the 2018-2019 school year: Gavin Ayen, Hillary Cook, Grace Cummings, John Erdman, Elly Gamble, Hannah Hight, Kurtis Knight, Mitchell Longstreth, Carlee Lumley, Neil Matott, Jade McIntosh, Shea Marie Mussaw, Abigail Riutta, Nathan Sitts, Cayden Stowell.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF STUDENTS, APPROVED AS PRESENTED.

VIII. SUPERINTENDENT'S REPORT (Continued)

D. Extra-Curricular Advisors

Upon presentation and recommendation of Lauren F. French, Superintendent of Schools, motion made by Trustee Laurie M. Roberts, and seconded by Vice-President Lisa McGregor, to approve the following extra-curricular appointment(s) for the 2018-2019 school year:

STUDENT COUNCIL 7-8

HEATHER ROSE

CLASS D

Step 17

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. APPOINTMENT OF EXTRA-CURRICULAR ADVISORS, APPROVED.

IX. COMMENT PERIOD

Microphone. GTA co-president Pam Mahay requested that microphones please be used.

Booster Club. Stacey Devlin, teacher, parent, and volunteer for the booster club, stated she was disheartened after attending the last board meeting and heard the suggestion that what we are doing is illegal, affirming the booster club is here for our students, athletes, and coaches to provide opportunities not in the athletic budget. Travis Dann, volunteer coach for our football and trapshooting programs, questioned the vagueness of the Booster Club as an agenda item, asking that topics be more specific as to what will be discussed. He offered many examples of benefits the booster club has provided for athletes.

SRO Position. Mr. Dann also mentioned that with his background he would be willing to be another resource for the board to answer any questions on an SRO, stating he is not interested in the position but would be happy to help. President Fenlong thanked him and the other speakers with appreciation.

X. PROPOSED EXECUTIVE SESSION

Motion made by Trustee Laurie M. Roberts, and seconded Trustee Roland Roderick, to enter into 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 7:34 PM.**OPEN SESSION RESUMED AT 8:40 PM**

XI. ADJOURNMENT

There being no further business or discussion, motion made by Vice-President Lisa McGregor, and seconded by Trustee James Delity, to adjourn the meeting at 8:40 PM.

YEAS: All Trustees Present. NAYS: None.

MOTION CARRIED. MEETING ADJOURNED AT 8:40 PM, EDT.

Respectfully submitted,

 Tatia Z. Kennedy, District Clerk

 Dave Fenlong, President