

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

APRIL 22, 2024

**I. CALL TO ORDER**

The REGULAR MEETING of the Board of Education of the Gouverneur Central School District was called to order by President David Fenlong, at 5:30 P.M., in the High School Auditorium, leading those present in the Pledge of Allegiance.

Trustees Present (All): Todd E. Bates, Brooke Bush, Dr. William Cartwright, David Fenlong, Mark Hendrick, Lisa McGregor, Nickolas Ormasen, Laurie M. Roberts, Laura Spicer.

Also Present: Jacquelyn L. Kelly, Superintendent of Schools; Dale R. Munn Jr., Business Manager; Jessica Sullivan, Assistant Superintendent; Tatia Z. Kennedy, District Clerk

**II. COMMENT PERIOD**

No comments were offered.

**III. DISCUSSION****A. Communications**

None.

**B. Wildcat News**

Superintendent Kelly shared the names of local partners who will be providing food to our cafeterias beginning this Fall, including Ortman Farms in Brasher Falls (beef and pork), St. Lawrence Spuds in Heuvelton (potatoes), Brandy-View Farms in Madrid (fresh produce), and Spilman's Sugar Shack in Gouverneur (maple syrup). Mrs. Kelly announced in-person Elementary and Middle School summer school programs will take place from July 9-August 15, from 9:30 a.m. – 12:30 p.m. each day, Tuesday – Thursday. Details about a high school program will be announced when final. Once again, the district will offer free breakfast and lunch throughout the summer to all students who are 18 years and under.

**C. Upcoming Events**

1. April 25 – Ag Academy Spring Open House, 5-6:30 PM
2. May 7 – VFW Retirement Tea, 4:00 PM
3. May 10 – Snow Day Giveback; no school for students and 10- and 11-month staff
4. May 13 – Budget Hearing, 5:30 PM, HS Auditorium, followed by Regular BOE Meeting
5. May 14 – HS Music Concert (Band/Chorus/Orchestra), 7:00 PM, HS Auditorium
6. May 16 – MS Music Concert, 7:00 PM, HS Auditorium
7. May 18 – Prom, Gouverneur Community Center
8. May 21 – Annual Election and Budget Vote, 12-8 PM, HS Auditorium
9. May 21 – Art Show, 12-8 PM, HS Auxiliary Gym
10. May 23-24 – Snow Day Givebacks; no school for students and 10- and 11-month staff
11. May 27 – Memorial Day holiday; school closed

**IV. FINANCIAL REPORT****A. Monthly Financial Report – March, 2024**

*(See Sheet #1, Board Minutes File Folder)*

Business Manager Dale Munn shared highlights from the previous month. The increase in Revenues is due to the receipt of approximately \$300,000 from BOCES for the prior year's reimbursement; he explained that each year, BOCES reimburses districts for expenditures that were anticipated but not realized. For Expenditures, the biggest change is due to approximately a 10% increase in the cost of our remote related services. Because of the difficulties in recruiting permanent staff to provide school psychology and speech services, we utilize an online company, and there has been a substantial increase in the cost of those contracts. He reported that the enacted 2024-25 NYS budget had a decrease to our projected Foundation Aid of about \$40,000, mostly attributed to declining enrollment. Responding to questions, Trustee Hendrick asked about the status of the \$550,000 bus purchase; Mr. Munn said that money has been allocated but hasn't come out yet. He added that the current estimate is 18 months from the time they are ordered until delivery. Trustee Ormasen asked whether the \$300,000 BOCES reimbursement was the typical amount we annually receive; Mr. Munn said it was higher than what he budgeted for but will get the actual numbers for him. Responding to Trustee Roberts, Mr. Munn said the BOCES reimburses 100% of the unused expenditures, while the rate on actual expenditures is closer to 85%.

April 22, 2024

## V. UNFINISHED BUSINESS

None.

## VI. CONSENT AGENDA

President David Fenlong asked if any member on the Board wished to have any item on the Consent Agenda removed for special consideration and discussion. Trustee Roberts asked for Item B, Claims Auditor's Reports, to be removed for separate consideration and discussion.

**Motion to approve Consent Agenda Items A, C, D, E, F:**

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Lisa McGregor, seconded by Trustee Dr. William Cartwright, that the Board of Education approve items, A, C, D, E, and F, as a consent agenda:

A. Minutes

Approve the minutes of the April 9, 2024 Regular Meeting, 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 (indicated by CSE Student ID#), as reflected in the attached CSE Meeting Minutes report:

5103982	5104225	5102527	5104925	5103657	5104906
5102999	5104932	5104930	5104923	5104084	5104722
5104471	5104386	5103929	5104855	5102036	5102832
5103245	5103084	5103594	5103122	5103505	5104322
5101555	5104219	5104618	5104286	5101946	

D. CPSE Business

*(See Sheet #4, Board Minutes File Folder)*

Approve the services, including additions, modifications and deletions, for the following classified students (indicated by CPSE Student ID#), as reflected in the attached CSE Meeting Minutes report:

5104813	5104706	5104748	5104803	5104894
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E. Student Activities Report – 1<sup>st</sup> Quarter, 2024

*(See Sheet #5, Board Minutes File Folder)*

Accept the Student Activities Report for the 1st Quarter of 2024, as presented.

F. Treasurer's Report - March 2024

*(See Sheet #6, Board Minutes File Folder)*

Accept the Treasurer's Report for the month of March, 2024 as presented.

**Vote on Consent Agenda Items A, C, D, E, F:**

YEAS: All Trustees Present    NAYS: None.

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

B. Claims Auditor's Reports

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

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Todd E. Bates, and seconded by Trustee Laurie M. Roberts, to approve the Claims Auditor's Reports for the period 03/26/24 – 04/19/24, as presented.

**Discussion:** Trustee Roberts asked for an explanation of the funding for specific summer camps; Mr. Munn said that American Recoveries federal grants are being used. The district still has some unexpended funds after paying for after-school tutoring and summer school the last few years. The district applied for an amendment and was approved for a one-time use for camp experiences that have some academic component, to help students who missed out on opportunities as a result of COVID. Coaches have stepped up to target something specific to their sport, and additional academic proposals are still pending from teachers.

Responding to Trustee Ormasen, Mr. Munn said the camps will take place July 1- August 31, and all funds must be used by the end of September or forfeited.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. CLAIMS AUDITORS REPORTS, APPROVED AS PRESENTED.**

## VII. CONSENT AGENDA – PERSONNEL

President David Fenlong asked if any member on the Board wished to have any item on the Consent Agenda – Personnel removed for special consideration and discussion. No member asked for any item to be removed.

**Motion to approve Consent Agenda – Personnel:**

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Laura Spicer, and seconded by Vice-President Todd E. Bates, that the Board of Education approve the following Personnel items, A-C, as a Consent Agenda:

A. Positions

1. Creation of one (1) 5-hour Food Service Helper Position

Approve the recommendation to create one (1) 5-hour Food Service Helper position, in the Labor class of the civil service, effective immediately.

B. Appointments

1. Non-Instructional

- a) Head Cook – High School. Approve the transfer of Nola M. Scott from her position as 6-hour Food Service Helper in the labor class of the civil service to the position of 6.5-hour Head Cook – High School, in the noncompetitive class of the civil service, effective April 10, 2024. Ms. Scott will be paid at Level 1 Cook 6.5 from the 2023-24 salary agreement with the GSRPU.
- b) 6-hour Food Service Helper. Approve the transfer of Kimberly C. Flood from her position as 5-hour Food Service Helper in the labor class of the civil service to the position of 6-hour Food Service Helper, effective April 22, 2024. Ms. Flood will be paid at Level 2 FSH 6hr from the 2023-24 salary agreement with the GSRPU.
- c) 5-hour Food Service Helper. Approve the transfer of Karrie M. Koerick from her position as 2.75-hour Food Service Helper in the labor class of the civil service to the position of 5-hour Food Service Helper, effective April 22, 2024. Ms. Koerick will be paid at Level 2 FSH 5hr from the 2023-24 salary agreement with the GSRPU.
- d) 5-hour Food Service Helper. Approve the transfer of Melody Tupper from her position as 2.75-hour Food Service Helper in the labor class of the civil service to the position of 5-hour Food Service Helper, effective April 22, 2024. Ms. Tupper will be paid at Level 1 FSH 5hr from the 2023-24 salary agreement with the GSRPU.
- e) Cleaner. Approve the appointment of Gabriella Lane as a 1.0 FTE Cleaner in the labor class of the civil service, effective April 22, 2024, to be compensated at Level 1 Cleaner from the 2023-24 salary agreement with the GSRPU.

2. Instructional

- a) Science Teacher. Approve the appointment of Alexis G. Currier, pending issuance of NYS certification in Earth Science 7-12, to the position of Science Teacher in the Science 7-12 academic tenure area, for a four-year probationary period commencing on September 3, 2024, and anticipated to end on September 2, 2028, at an annual salary set at Step 1, Bachelors, in accordance with the Gouverneur Education Association Agreement current salary schedule for 2024-2025. This appointment is contingent upon her successful completion of the probationary term and having received annual composite or overall APPR ratings of Highly Effective or Effective in at least three of the four preceding years and a rating higher than “Ineffective” in the final year of the probationary period. For anticipated professional development purposes only, her appointment date is effective July 1, 2024.

3. Substitutes

Approve the following as substitute for the 2023-24 school year, pending completion of all new hire paperwork and requirements: Jennifer Palumbo (certified teacher, tutor); Amy Nicorvo (LPN); Ernest Boclair (B&G).

C. Leaves and Leave Replacements

Grant an unpaid Child-Rearing Leave of Absence for Employee #00638, from 4/8/24 to 4/12/24, in accordance with Article 12.3 of the contract with the Gouverneur Teachers’ Association. Time on this unpaid leave of absence will not count toward tenure or seniority.

**Vote on Consent Agenda – Personnel:**

YEAS: All Trustees Present    NAYS: None.

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

President Fenlong extended congratulations to all appointees.

## VIII. NEW BUSINESS

A. Election of Members of BOCES Board of Education

(See Sheet #7, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Roberts, and seconded by Trustee Dr. Cartwright, that the Board of Education cast their ballot for the three (3) open seats on the BOCES Board of Education, for: James Lattimer, Ward Remington, Dr. John "Jack" Zeh.

YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. BALLOTS CAST FOR JAMES LATTIMER, WARD REMINGTON, AND DR. JOHN "JACK" ZEH FOR OPEN SEATS ON THE BOCES BOARD OF EDUCATION.**

B. Vote on 2024-2025 BOCES Administrative Budget

(See Sheet #8, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Bates, and seconded by Trustee Spicer, that the Board of Education cast its vote for the adoption of the 2024-2025 Administrative Budget for the Board of Cooperative Education Services in the amount of \$9,533,027.

YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. VOTE TO ADOPT 2024-2025 BOCES ADMINISTRATIVE BUDGET, APPROVED AS PRESENTED.**

C. Report of BOE Candidate Petitions Received

(See Sheet #9, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Bush, and seconded by Trustee Spicer, that the Board of Education accept the report of Board of Education Nominating Petitions Received as of 5:00 p.m. on April 22, 2024, as presented. *A drawing for order of placement on the ballot will take place on April 23, 2024 at 9:00 a.m.*

YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. REPORT OF BOE CANDIDATE PETITIONS RECEIVED, APPROVED AS PRESENTED.**

D. Updated Appointment of Chairperson for the Annual Meeting and Vote

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Bates, and seconded by Trustee McGregor, that the Board of Education appoint David Fenlong as Chairperson of the Annual School Board Election and Budget Vote on May 21, 2024, and the Budget Hearing on May 13, 2024. *Lisa Sheen, originally appointed as Chairperson on 3/4/24, will not be available those dates due to unforeseen circumstances.*

YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. DAVID FENLONG APPOINTED AS CHAIRPERSON OF THE ANNUAL MEETING AND VOTE, AS PRESENTED.**

E. Authorization to Declare as Surplus and Sell at Auction Used Items

(See Sheet #10, Board Minutes File Folder)

Whereas, the School District owns certain music instruments which are obsolete, no longer useful or necessary for school district purposes and of no value to the School District, as indicated on a list attached to and made a part of this resolution;

Therefore, be it resolved, that upon motion made by Vice-President Bates, and seconded by Trustee Spicer, that the Board of Education hereby declares such music instruments to be surplus property and of no value to the School District and authorizes the Business Administrator to dispose of such instruments in accordance with Board Policy and in the best interests of the School District.

DISCUSSION: Responding to Trustee Roberts, Mr. Munn confirmed that if usable, he will list the instruments on Auctions International; however, from the descriptions it sounds like many should be scrapped. He said the district will reuse and recycle where possible.

YEAS: All Trustees Present NAYS: None.

**MOTION CARRIED. ITEMS DECLARED AS SURPLUS AND AUTHORIZED FOR DISPOSAL, AS PRESENTED.**

## VIII. NEW BUSINESS (CONTINUED)

F. Overnight Trip Request - FFA

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Spicer, and seconded by Vice-President Bates, that the Board of Education approve the request from the FFA to attend the following overnight trips:

FFA State Convention - May 1-4 in Buffalo, New York, for 7-9 students and Advisor.

Camp Oswegatchie Summer Camp - July 21-26, for 8 students and Advisor.

DISCUSSION: Superintendent Kelly confirmed the only cost to the district is the busing, and some will be shared with Carthage. Trustee Roberts asked if it will interfere with testing; High School Principal Wood clarified the numbers indicate number of students, not grade level. The trips are for high school students and will not interfere with testing.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. FFA OVERNIGHT TRIPS, APPROVED AS PRESENTED.**

G. Code of Conduct Public Hearing

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Bates, and seconded by Trustee McGregor, that the Board of Education set Monday, June 3, 2024 for a Public Hearing to discuss the annual updates and revisions, if any, to the District's Code of Conduct. The Public Hearing will begin at 5:30 p.m. in the HS Auditorium.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. CODE OF CONDUCT PUBLIC HEARING SET FOR JUNE 3, 2024 AT 5:30 PM.**

## IX. COMMENT PERIOD

Teacher Jerrilyn Patton asked for clarification on the estimated 10% increase for the remote related services. She was told that this year, services were over utilized, and per diem rates are higher next year. Ms. Patton also requested clarification regarding Foundation Aid, stating that the inflationary rate makes it appear we should be getting more, not less. Mr. Munn stated that if all things were equal, Foundation Aid would have increased 2.8%, but decreases in enrollment lead to decreases in aid. Our enrollment decreased between the governor's budget proposal and the enacted budget. Actual 2024-25 Foundation Aid will be based on the enrollment on BEDS day in October 2024. Mr. Munn also provided a clarification to his remarks concerning the transportation fund, stating that the monies will be moved to the Capital (H) fund this fiscal year and stay there until payment is made on buses ordered in the recent proposition.

## X. ADJOURN TO EXECUTIVE SESSION

Motion made by Trustee Spicer, and seconded by Trustee Roberts, to adjourn to executive session to discuss the employment history of particular persons.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. MEETING ADJOURNED TO EXECUTIVE SESSION AT 6:06 PM.**

## RETURN TO OPEN SESSION

**Open session resumed at 6:45 PM.**

## XI. ADJOURNMENT

There being no further business or discussion, motion made by Vice-President Bates, and seconded by Trustee McGregor, to return to open session and adjourn the meeting at 6:45 PM.

YEAS: All Trustees Present.    NAYS: None.

**MOTION CARRIED. MEETING ADJOURNED AT 6:45 PM.**

Respectfully submitted,

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Tatia Z. Kennedy, District Clerk

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David Fenlong, President

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