

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

MAY 13, 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 5:45 P.M., in the High School Cafeteria.

Trustees Present: Todd E. Bates, Dr. William Cartwright, David Fenlong, Mark Hendrick, Lisa McGregor, Laurie M. Roberts, Laura Spicer.

Trustees Absent: Brooke Bush, Nickolas Ormasen.

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

Staff Appreciation. Erin Gates, a teacher and parent in the district, commended her colleagues for all they do above and beyond the classroom, from purchasing food and clothing for students in need to providing athletic gear and organizing holiday celebrations. Addressing social media negativity, she added that she is proud to say she is a public-school educator amongst the wonderful staff here. President Fenlong thanked her, saying her words are appreciated and the Board feels the same way. Trustee Dr. Cartwright added that it is a changing society and many people aren't aware of all that teachers, counselors, etc. do for the students and families.

III. DISCUSSION

A. Communications

None.

B. Wildcat News

Superintendent Kelly shared the following student highlights: Tiamane Hull placed 2nd in the SkillsUSA state competition with Southwest Tech B.O.C.E.S. in the area of Culinary Arts - Knife Skills. He will be headed to the National SkillsUSA Competition in Atlanta, Georgia in June to compete with other students from across the nation. On May 1 the annual Tri-M Music Honor Society Induction was held, adding new members Nicholas Bloxham, Kayden Cousino, Hannah Dafoe, and Arianna Sibley. Twenty chorus students attended the NYSSMA Solo Festival in Carthage on May 3-4, and Hannah Dafoe had an All-State Qualifying Score with a perfect sight singing score and is eligible to apply for the 2024 NYSSMA All-State Conference. Madison Lewis participated in the NYSSMA Festival at the Crane School of Music. On May 9, the Gouverneur Chapter of the FFA held the annual dinner and banquet. Mrs. Kelly commented that it was great to see the large crowd in attendance and the level of community support for our FFA and our students. Superintendent Kelly also provided an update on the Capital Project. Upon reviewing the scope of the project and the current timeframe for project approvals by the NYSED, the architects, engineers, and construction manager, in collaboration with the District, have decided to separate the project into two phases. The first phase will include the construction of the stadium and any site work related to the middle school. As a result of this change, the goal is to have the phase 1 stadium plans submitted to SED for approval in the early summer. The primary reason for this decision is that we wanted to get the athletic field submitted as early as possible so we could get ahead of the long SED times, and break ground on time next spring. Once phase 1 is submitted, the planning process for phase 2 which includes the bus garage, elementary school, and high school will kick into full gear. The plan is for phase 2 to be submitted to SED in the late fall.

C. Upcoming Events

1. May 14 – HS Music Concert (Band/Chorus/Orchestra), 7:00 PM, HS Auditorium
2. May 16 – MS Music Concert, 7:00 PM, HS Auditorium
3. May 18 – Prom, Gouverneur Community Center
4. May 21 – Annual Election and Budget Vote, 12-8 PM, HS Auditorium
5. May 21 – Art Show, 12-8 PM, HS Auxiliary Gym
6. May 23-24 – Snow Day Givebacks; no school for students and 10- and 11-month staff
7. May 27 – Memorial Day holiday; school closed
8. May 29 – NHS Induction Ceremony, 7 PM, Gouverneur Community Center
9. May 30 – Grade 3-4 Chorus Concert, 6:30 PM, HS Auditorium
10. June 3 – Public Hearing – Code of Conduct; Board of Education Meeting, 5:30 PM, HS Auditorium
11. June 4 – HS Music Concert (Chamber Singers, Strings, Jazz), 7:00 PM, HS Auditorium
12. June 5 – Varsity Awards Ceremony, 6:00 PM, HS Auditorium

May 13, 2024

IV. FINANCIAL REPORT

A. Monthly Financial Report – April, 2024

(See Sheet #1, Board Minutes File Folder)

Business Manager Dale Munn, referencing a revenue increase related to CPSE services, explained that this past year we implemented Medicaid services for reimbursement, which generated about \$100,000 in revenues. By becoming Medicaid Certified, our in-house speech therapists were able to provide services to our preschool students that were on the county waiting list. It is a break-even endeavor for the district financially, but now more students are receiving needed early intervention services. Mr. Munn also reminded the board that the ARP funding is phasing out and will not be available next year. He noted that approximately \$1.9 million in salaries, benefits, and indirect costs were covered by these grants and will need to be supported by the A fund in the future. This grant support and other unrealized expenditure such as BOCES Special Education and electricity, has allowed him to adjust 23-24 forecasted spending down to \$38.6 million. Responding to Trustee Dr. William Cartwright's question about revenues, Mr. Munn projected approximately \$40.9 million. Some discussion took place about using excess funds in the Reserve Plan, and Mr. Munn stated that he will have recommendations for that in June.

V. UNFINISHED BUSINESS

A. Code of Conduct Public Hearing – June 3, 2024

The current Code of Conduct with suggested revisions has been posted to the District website: www.gcsk12.org. Anyone who would like to add comments or suggestions can email the District Clerk via a link on the website by May 31. Comments will also be welcome at the public hearing. Trustee Roberts asked if cell phones would be addressed; Superintendent Kelly said that topic is before the Shared Decision-Making committee for review.

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. No member asked any item to be removed.

Motion to approve Consent Agenda:

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Laura Spicer, seconded by Trustee Lisa McGregor, that the Board of Education approve items A-E as a consent agenda:

A. Minutes

Approve the minutes of the April 22, 2024 Regular Meeting, as presented.

B. Claims Auditor's Reports

(See Sheet #2, Board Minutes File Folder)

Approve the Claims Auditor's Reports for the period 4/19/24 – 5/3/24 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:

5100284	5104359	5103377	5103799	5103375	5104722	5101846
5102200	5100715	5102952	5101856	5102867	5104170	5100724
5100724	5103989	5102545	5101872	5103112	5101585	5104913
5100907	5102431	5103211	5101561	5101560	5100923	5101626
5101571	5101571	5104551	5102527	11950	5104387	5103620
5103094	5104043	5104895	5104573	5101946	5103150	5104286
5101557	5104116	5104375	5103896	5101096	5103889	5102314
5101207	5102448	5102502	5103007	5104964	5103551	5103824
5103824	5102795					

CSE Personnel Action: Creation of Shared Aide position for Student # 5104250, effective 9/05/2024.

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:

5104716	5104250	5104581	5104752	5104724
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VI. CONSENT AGENDA (CONTINUED)

E. Treasurer's Report - April 2024

(See Sheet #5, Board Minutes File Folder)

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

Vote on Consent Agenda:

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. CONSENT AGENDA, 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 Vice-President Todd E. Bates, and seconded by Trustee Dr. William Cartwright, that the Board of Education approve the following Personnel items, A-E, as a Consent Agenda:

A. Retirements

Accept the request for resignation for retirement purposes from Melissa Raymo, 10-month Secretary I (Middle School), effective at the end of the day, June 28, 2024.

B. Resignations

Accept the request for resignation from Adrienne Lake, CSE/CPSE Chairperson, effective at the end of the day, June 21, 2024.

C. Positions

1. Approve the recommendation to create a School Counseling Assistant position, under the competitive class of the civil service, effective May 13, 2024. This position will be 11-month under the terms of the Managerial/Confidential handbook.
2. Approve the recommendation to eliminate a 2.75-hour Food Service Helper position, effective May 13, 2024. This position is vacant as of that date.

D. Appointments1. Managerial/Confidential

- a) School Social Worker. Appoint Kaitlin Ford to the position of School Social Worker in the district, effective July 1, 2024 at an annual salary set at \$68,000. This appointment will be 11-month under the terms of the Managerial/Confidential handbook. Ms. Ford has completed the requirements for provisional certification as a School Social Worker and holds a certificate as a Licensed Master Social Worker.
- b) School Counseling Assistant. Appoint Jacqueline Scott Hardy as a provisional School Counseling Assistant in the competitive class of the civil service, until the next civil service examination is administered and the eligible list is received by the District, to serve at the pleasure of the Board, effective May 28, 2024 at an annual salary set at \$57,500. This appointment will be 11-month under the terms of the Managerial/Confidential handbook.

2. Instructional

- a) Home and Careers Teacher. Appoint Taylor Rollins, pending issuance of NYS certification in Agriculture, to the position of Home and Careers Teacher in the *Agriculture* 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.

VII. CONSENT AGENDA – PERSONNEL (CONTINUED)

D.2 Appointments – Instructional (Cont.)

- b) School Guidance Counselor. Appoint Grace W. Mashaw, pending issuance of NYS certification in School Counselor, to the position of School Guidance Counselor in the *School Counseling & Guidance* 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, B60M, 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.
- c) Special Education Teacher. Appoint Leigh-Ann R. Kirby, holding NYS certification in Students With Disabilities (Birth-Grade 2) and Students With Disabilities (Grades 1-6), to the position of Special Education Teacher in the *General Special Education* tenure area, for a three-year probationary period commencing on September 3, 2024, and anticipated to end on September 2, 2027, at an annual salary set at Step 11, B30M, 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 two of the three 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 7/1/24.

3. Non-Instructional

- a) 5-hour Food Service Helper. Approve the transfer of Amanda Vanderwal 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 May 13, 2024. Ms. Vanderwal will be paid at Level 1 FSH 5hr from the 2023-24 salary agreement with the GSRPU.
- b) 5-hour Food Service Helper. Appoint Tracey Hutton as a 5-hour Food Service Helper in the labor class of the civil service, effective May 28, 2024. Ms. Hutton will be paid at Level 1 FSH 5hr from the 2023-24 salary agreement with the GSRPU.

4. Substitutes and Tutors

Approve the appointment of the following substitutes, pending completion of all requirements: Sheila Callahan, Retired Teacher (for testing); Tina Fordyce (Cafeteria); Mersaydie Johnson (Cafeteria)

5. Students

- a) Lifeguards. Approve the appointment of the following students as Lifeguards for the 2023-24 school year pending completion of all requirements, and add their names to the Pool Safety Plan as certified lifeguards: Raegan Devlin, Rayden Lacey, Gavin Warren.
- b) Fitness Room. Approve the appointment of the following students as a Fitness Room attendant for the 2023-24 school year pending completion of all requirements: Cayden Middleton, Caleb Premo

E. Leaves and Leave Replacements

1. Acknowledge an unpaid medical leave of absence covered under FMLA, for employee 00588 for the period 4/22/24 – 5/1/24. Unpaid time will not count toward seniority.
2. Acknowledge paid and unpaid leave of absence covered under FMLA for employee #00615, for the approximate period 02/26/2024 – 05/20/2024. Employee will use sick time and is eligible to use sick bank time per collective bargaining agreement. Employee will incur 17.5 unpaid days. Unpaid time will not count toward seniority.
3. Acknowledge paid and unpaid leave of absence covered under FMLA for tenured employee #01171, for the approximate period 04/09/2024 – 6/26/2024. Employee will use sick time and is eligible to use sick bank time per collective bargaining agreement. Employee will incur 13 unpaid days. Unpaid time will not count toward 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 of the new hires, and he thanked Mrs. Raymo for her impressive 29-year career with the district, and sincerely wished her all the best.

VIII. NEW BUSINESS

A. Approval of PD (Professional Development) Plan

(See Sheet #6, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee McGregor, seconded by Trustee Spicer, that the Board of Education re-adopt the Professional Learning Plan for 2024-2025, as presented.

DISCUSSION: Trustee Roberts asked for more information on the plans for the benefit of the audience. Superintendent Kelly stated the purpose of the PD plan is to improve the quality of teaching and learning. This plan, developed by a team of stakeholders and reviewed annually, articulates how we will provide substantial need-based professional development opportunities that utilize 6 tenets linked to district goals.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. PROFESSIONAL LEARNING PLAN FOR 2024-25, APPROVED AS PRESENTED.

B. Approval of AIS/RTI Plan

(See Sheet #7, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Dr. Cartwright, seconded by Vice-President Bates, that the Board of Education re-adopt the AIS/RTI Intervention Plan K-12 for 2024-2026, as presented.

DISCUSSION: Superintendent Kelly summarized that in NYS districts are required to provide services to students who score below standards, measured by district-determined specifics that are based on multiple measures for each grade and subject area, such as state assessment results in ELA and Math. It describes the tier process across different grade levels; the higher the tier the more intensive services. The plan is reviewed biannually.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. AIS/RTI INTERVENTION PLAN FOR 2024-26, APPROVED AS PRESENTED.

C. Approval of GES Title I Comprehensive Schoolwide Plan

(See Sheet #8, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Roberts, seconded by Vice-President Bates, that the Board of Education re-adopt the Gouverneur Elementary School Title I Comprehensive Schoolwide Plan for 2024-2025, as presented.

DISCUSSION: Superintendent Kelly explained that these required Title I plans are developed for each building in the district. It is a great opportunity for stakeholders to come together and discuss the specific needs of their building for that age of students, with different goals developed in each plan. All three building plans are based on data, list goals and the process to reach them, and are evaluated annually. The stakeholder groups change minimally and they will determine if a plan needs to be revised based on student achievement.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. GOUVERNEUR ELEMENTARY SCHOOL TITLE I COMPREHENSIVE SCHOOLWIDE PLAN FOR 2024-25, APPROVED AS PRESENTED.

D. Approval of GMS Title I Comprehensive Schoolwide Plan

(See Sheet #9, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Bates, seconded by Trustee McGregor, that the Board of Education re-adopt the Gouverneur Middle School Title I Comprehensive Schoolwide Plan for 2024-2025, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. GOUVERNEUR MIDDLE SCHOOL TITLE I COMPREHENSIVE SCHOOLWIDE PLAN FOR 2024-25, APPROVED AS PRESENTED.

E. Approval of GHS Title I Comprehensive Schoolwide Plan

(See Sheet #10, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Roberts, seconded by Trustee McGregor, that the Board of Education re-adopt the Gouverneur High School Title I Comprehensive Schoolwide Plan for 2024-2025, as presented.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. GOUVERNEUR HIGH SCHOOL TITLE I COMPREHENSIVE SCHOOLWIDE PLAN FOR 2024-25, APPROVED AS PRESENTED.

VIII. NEW BUSINESS (CONTINUED)

F. Addendum to UPK Agreement

(See Sheet #11, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Roberts, seconded by Trustee Spicer, that the Board of Education approve an addendum to the UPK Agreement between the District and St. James School relative to funding, as presented.

DISCUSSION: Business Manager Munn affirmed Trustee Roberts' comment that the Agreement was to clarify disbursement of funds. He added the grant requires us to collaborate with an outside organization; our UPK classes are at 100% capacity and we have no waiting list, but additional students could attend UPK at St. James. Trustee Dr. Cartwright opined that it would be beneficial to everyone if 100% of students attended UPK.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. ADDENDUM TO UPK AGREEMENT, APPROVED AS PRESENTED.

G. Revision to 2023-24 school calendar

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Roberts, seconded by Trustee McGregor, that the Board of Education revise the 2023-24 school calendar as follows:

June 21, 2024, student early dismissal: Grades 5-8 at 11:30 a.m.; UPK-Grade 4 at 12:00 p.m.

June 24, 2024, student early dismissal: Grades 5-8 at 11:30 a.m.; UPK-Grade 4 at 12:00 p.m.

June 25, 2024, student early dismissal: Grades 5-8 at 11:30 a.m.; UPK-Grade 4 at 12:00 p.m.

DISCUSSION: June 26 is a give-back snow day and no students will be in attendance.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. 2023-24 CALENDAR REVISION, APPROVED AS PRESENTED.

H. Senior Class Trip

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Bates, seconded by Trustee Spicer, that the Board of Education approve the request from the Senior Class of 2024 to travel to Hershey, Pennsylvania from June 1-June 3, 2024.

YEAS: All Trustees Present NAYS: None.

MOTION CARRIED. SENIOR CLASS TRIP JUNE 1-3, 2024, APPROVED AS PRESENTED.

IX. COMMENT PERIOD

Superintendent Jacquelyn L. Kelly recognized the retirees who were feted at the 59th annual retirement tea hosted by Silas Wainwright VFW, an event unique to Gouverneur, and said it was a special time for attendees to meet and reminisce. She said all will be missed and remembered for their contributions: Deb Andrews, Evelyn Barton, Kathy Buell, Laurie Shrewsbury, Velicia Hadfield, Tina Damon, Joe Fitzgerald, Keitha Lamoria, Val Graves, and Missy Raymo. She thanked the VFW and said we are looking forward to #60 next year.

X. ADJOURN TO EXECUTIVE SESSION

Motion made by Vice-President Bates, 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 6:45 PM.

RETURN TO OPEN SESSION

Open session resumed at 7:25 PM.

XI. ADJOURNMENT

There being no further business or discussion, motion made by Vice-President Bates, and seconded by Trustee Dr. Cartwright, to return to open session and adjourn the meeting at 7:25 PM.

YEAS: All Trustees Present. NAYS: None.

MOTION CARRIED. MEETING ADJOURNED AT 7:25 PM.

Respectfully submitted,

Signature on file
Tatia Z. Kennedy, District Clerk

Signature on file
David Fenlong, President