

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

JANUARY 6, 2025

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 5:30 P.M., in the High School Auditorium, leading those present in the Pledge of Allegiance.

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

Trustees Absent: Brooke Bush.

Also Present: Jacquelyn L. Kelly, Superintendent of Schools; Dale R. Munn Jr., Business Manager; Jessica Sullivan, Assistant Superintendent for Curriculum; Cory Wood, Executive Director of Operations and Personnel; Tatia Z. Kennedy, District Clerk.

II. COMMENT PERIOD

None.

III. DISCUSSION

A. Communications

The New York State School Boards' Association Area 6 Legislative Breakfast is scheduled for February 7 in Lake Placid. President Fenlong reminded Board members to inform the Clerk if they wish to attend.

B. Wildcat News

Among the highlights shared by Superintendent Kelly: Ms. Neiss an ELA teacher at our middle school, challenged her students this fall to participate in the Young Writers USA "Fright Club" competition. Fifteen students were selected to be published in the "Fright Club - A Dance with the Devil" book. Mrs. Kelly provided a winter sports update from Mr. McEathron, and announced that Zoe Griffith has committed to Presbyterian College where she will compete on their Division 1 women's wrestling team. Congratulations were extended to Zoe, along with all of our student athletes. A special thank you was mentioned to the coaches for their dedication and commitment, and the many hours spent working with our students to build not only athletic skills but strong character traits to help make these opportunities possible.

C. Upcoming Events

Superintendent Kelly announced the calendar events taking place in the next few weeks. She shared that our own Dr. Schuessler will be present for the *Walk With a Doc* on January 18 at the Middle School, along with many P.A.s at the event sponsored by the Community Health Centers of the North Country.

IV. FINANCIAL REPORT

A. 2025-2026 Budget

1. Property Tax Cap Calculation

(See Sheet #1, Board Minutes File Folder)

Business Manager Munn shared the initial draft for the property tax cap. He expects the tax cap and tax levy to be around 2%. He stated that this includes funding a capital outlay project, similar to previous years, to continue to remedy items that are not part of a larger project but that are considered priorities by the capital committee and are aidable. The recommended size of the capital outlay project will be around \$300,000. Estimates will be firmed up upon receipt of additional data including the release of the governor's executive budget, and he expects to have the final property tax cap ready for approval at the next board of education meeting..

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. No one asked for any item to be removed.

January 6, 2025

VI. CONSENT AGENDA (CONTINUED)

**Motion to approve Consent Agenda Items**

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

A. Minutes

Approve the minutes of the Regular Meeting of December 9, 2024, as presented.

B. Claims Auditor’s Reports

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

Approve the Claims Auditor’s Reports for 11/29/2024, and the period 12/13/2024 – 1/3/2025, 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:

5103594	5104748	5103080	5104621	5102769	5104084	5101256
5104589	5104868	5103777	5103036	5103591	5104312	5104053
5101220	5102431	5105034	14199	5101991	5104941	5104511
5103898	5103372	5104829	5102021	5104043	5102193	5102194
5103292	5104471	5103389	5104398	5100805	5103871	5104064
5101987	5102591	5103395	5101866	5102795		

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:

5104674

E. Treasurer’s Report – November, 2024

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

Accept the Treasurer’s Report for the month of November, 2024, as presented.

**Vote on Consent Agenda Items**

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. Trustee Dr. Cartwright asked to remove item A. Retirements – a) retirement request from Terri Whitaker, for special consideration and discussion.

**Motion to approve Consent Agenda – Personnel Items A.b, B, and C:**

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Laura Spicer, and seconded by Trustee Lisa McGregor, that the Board of Education approve the following Personnel items, A.b, B, and C, as a Consent Agenda:

A. Retirements

- b) Accept the request for resignation for retirement purposes from April A. Patton, from her position as UPK teacher, effective July 1, 2025.

B. Resignations

- a) Accept the request for resignation from Taylor A. Rollins, from her position as Agriculture teacher, effective at the end of the day, January 24, 2025.
- b) Accept the request for resignation from Alisa Jenne, from her position as Individual Aide, effective at the end of the day, January 31, 2025.
- c) Accept the request for resignation from Jennifer Prashaw, from her position as Individual Aide, effective at the end of the day, January 31, 2025.

## VII. CONSENT AGENDA – PERSONNEL (CONTINUED)

C. Appointments1. Instructional

Special Education Teacher. Approve the appointment of Kristen Wallace, holding Permanent certification in Special Education, to the probationary position of Special Education Teacher in the General Special Education tenure area. Ms. Wallace will have a three-year probationary period\* commencing on January 27, 2025 and anticipated to end on January 26, 2028 at an annual salary set at Step 24, B30M, in accordance with the Gouverneur Education Association Agreement current salary schedule for year 2024-2025, prorated to January 27, 2025. \*Ms. Wallace was previously tenured in another district.

2. Non-Instructional

5-hour Food Service Helper. Appoint Laurie Castor, to the position of 5-hour Food Service Helper, in the labor class of the civil service, commencing on January 29, 2025, at an annual salary in accordance with the Gouverneur School Related Personnel Union agreement, 5-hr FSH (Level 1), from the current GSRPU salary schedule, prorated to January 29, 2025. *(Note that Ms. Castor is also being appointed as a substitute – she will sub as available until 1/29.)*

3. Substitutes and Tutors

Approve the appointment of the following personnel to work as per diem substitutes for the 2024-25 school year, pending completion of all requirements: Ellen Baer, Joshua Bennett, Justin Bland, Ashton Bowman, Laurie Castor, Pilar Durham, Abigail Riutta.

4. Student Workers

Approve the appointment of the following students for the 2024-25 school year, pending completion of all requirements, to work as student monitors in the Auditorium: Madison Hopper, Kaden Wells

**Vote on Consent Agenda – Personnel Items A.b, B, and C:**

YEAS: All Trustees Present    NAYS: None.

**Clerk's Note: Personnel Item A.a postponed to 1/27/25 BOE Meeting.**

It was agreed that NYSTRS would be contacted for more information comparing the retirement date the Board accepts and the official date the NYSTRS begins the teacher's retirement. Terri Whitaker's retirement request will be moved to the 1/27/2025 BOE agenda.

President Fenlong welcomed and congratulated the new employees, and thanked our exiting staff for all they have done for our students during their employ. Trustee Roberts added that despite losing the employees, it is heartening to see from their resignation letters that they have valued the work and growth gained here and are able to move on to better opportunities.

## VIII. NEW BUSINESS

A. Adoption of Resolution for Exchange of Building Structure

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

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Roberts, and seconded by Vice-President Bates, that the Board of Education adopt the Board Resolution dated January 6, 2025 approving the Exchange of Building Structure with the Town of Gouverneur, as presented.

**DISCUSSION:** David Spilman, Jr., Supervisor for the Town of Gouverneur, stated the plan is to move the structure by the town barn in February, where it will house the courtroom, the assessor's and code enforcement offices, and storage.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. EXCHANGE OF BUILDING STRUCTURE WITH THE TOWN OF GOUVERNEUR, APPROVED AS PRESENTED.**

B. Lunar New Year

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee McGregor, and seconded by Vice-President Bates, that the Board of Education shall consider January 29, 2025, which is Asian Lunar New Year, as a paid holiday for all employees. This is a non-precedent-setting event.

## VIII. NEW BUSINESS (CONTINUED)

B. Lunar New Year (Cont.)

DISCUSSION: Superintendent Jacquelyn L. Kelly confirmed that this holiday will not affect the number of days students must be in class.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. LUNAR NEW YEAR (1/29/2025) AS PAID HOLIDAY FOR ALL EMPLOYEES, APPROVED AS PRESENTED.**

## IX. COMMENT PERIOD

None.

## X. ADJOURN TO EXECUTIVE SESSION

Motion made by Trustee McGregor, and seconded by Vice-President Bates, that the Board of Education 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 6:05 PM.**

## RETURN TO OPEN SESSION

**Open session resumed at 7:10 PM.**

## XI. ADJOURNMENT

There being no further business or discussion, motion made by Vice-President Bates, and seconded by Trustee McGregor, that the Board of Education return to open session and adjourn the meeting at 7:10 PM.

YEAS: All Trustees Present.    NAYS: None.

**MOTION CARRIED. MEETING ADJOURNED AT 7:10 PM, EDT.**

Respectfully submitted,

Signature on file  
Tatia Z. Kennedy, District Clerk

Signature on file  
David Fenlong, President