

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

JUNE 16, 2025

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.

Trustees Present: Todd E. Bates, Brooke Bush, David Fenlong, Lisa McGregor, Nickolas Ormasen, Laurie M. Roberts.

Trustees Absent: Dr. William Cartwright, Laura Spicer.

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

II. COMMENT PERIOD

Tina French had questions about the anticipated cell phone policy; Superintendent Kelly said she had some information to share during her Wildcat News report.

III. DISCUSSION

A. Presentation – Staff Recognition Award

Lisa Sheen, Secretary to the Assistant Superintendent, was presented the Staff Recognition Award, selected by the Shared Decision-Making committee. In the words of her colleagues, “Lisa defines Teamwork, Commitment, and Leadership. There is not a task she has refused to do. After moving to the central office, she was and is still available to train and assist new clerical staff at the building offices...she has volunteered at many district votes, from counting hundreds of mail-in ballots for the 2020 (COVID) vote to serving as Chairperson in 2025, and has served on the District's SDM Committee for years. Lisa's work behind-the-scenes has enabled countless teachers and staff to be free to focus on their jobs in the classrooms and offices, truly making a difference for our students.”

B. Communications – None.

C. Wildcat News

Regarding the capital project, work is expected to start at the middle school in early July, with the athletic stadium ready for use in the spring of 2026. Last week final approval was received from NYSED for phase two at the high school, with construction expected to begin in early September. Mrs. Kelly also talked about the summer school programs going on in each of the school buildings and announced that the summer feeding program will once again be available to the community, providing free breakfast and lunch to children 18 and under. Lastly, she reported on the progress pertaining to the NYS law on banned internet devices in school, sharing that districts must have a policy in place in August 2025.

D. Upcoming Events

Mrs. Kelly shared the dates for some year-end recognition events taking place.

IV. FINANCIAL REPORT

A. Monthly Financial Report – May 2025

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

Business Manager Dale Munn reported that as of the end of May, the projected revenues outpaced expenditures by about \$800,000. The unassigned fund balance is projected to decrease to approximately 11%. On the revenue side, he mentioned the Comptroller's recent analysis of the New York State budget recognizes that they have left the ability to make mid-year cuts should there be significant decreases in Federal Funding. In terms of expenditures, he is awaiting bids on bond anticipation notes to be used for the building project and expects rates near 3.5%. Already considering the 2026-27 budget, he said there are different means of utilizing fund balance, such as reserve planning and one-time expenditures. The capital reserve for transportation can be used to pay for one-time expenditures. C&S Engineering is working on our Bus Electrification plan, documenting what we would need to implement single or double tripping bus routes with electric buses. The Districts Facilities Committee will need to prioritize the needs referred to them as well. Discussion continued regarding school supplies; Mr. Munn said there was no funding included in the 2025-26 budget to procure them for all students. Board members agreed it was important to make sure all students have the necessary supplies to be successful in school and asked if they could be purchased with current year funds, and Mr. Munn and Superintendent Kelly agreed, saying they would look into that.

June 16, 2025

## V. UNFINISHED BUSINESS

A. Adoption of the Revised 2025-2026 District Code of Conduct

(See Sheet #2, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Laurie Roberts, and seconded by Trustee Lisa McGregor, that the Board of Education approve the 2025-2026 District Code of Conduct, as presented.

**DISCUSSION:** Trustee Roberts noted that comments were received and considered and also thanked the Shared Decision-Making committee for their input.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. 2025-2026 DISTRICT CODE OF CONDUCT, ADOPTED AS PRESENTED.**

B. 2025-2026 Board of Education Meeting Dates

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Todd Bates, and seconded by Trustee Lisa McGregor, that the Board of Education approve the dates for school year 2025-26 for Board of Education meetings; the regular place of meeting to be the High School Auditorium unless otherwise noted, and the hour of 5:30 PM, local time, be designated as time of meetings:

July 1 – Organizational	January 12
July 21	January 26
August 18	February 9
September 8	March 9 ( <i>Middle School</i> )
September 22	March 30 ( <i>Elem School</i> )
October 6	April 20
October 20	May 11 – Annual Budget Hearing
November 3 ( <i>Middle School</i> )	May 19 – BOE Election and Budget Vote
December 8 ( <i>Elem School</i> )	June 1
	June 15

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. 2025-2026 BOARD OF EDUCATION MEETING DATES, APPROVED AS PRESENTED.**

C. Second Reading and Adoption of Policies

(See Sheet #3, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Laurie Roberts, and seconded by Vice-President Todd Bates, that the Board of Education adopt the following new and revised policies, effective immediately, as presented:

1220	Revised	<b>Board Members: Nomination and Election</b>
3210	Revised	<b>Visitors to the School</b>
3311	New	<b>Notification of Disclosure of Employee Disciplinary Records</b>
5661	Revised	<b>Wellness</b>
5688	New	<b>Maximum Temperature for School Buildings and Indoor Facilities</b>
5840	New	<b>Artificial Intelligence (AI)</b>

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. LISTED POLICIES ADOPTED AS PRESENTED.**

D. Deletion of Policy 1221

(See Sheet #4, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Todd Bates, and seconded by Trustee Laurie Roberts, that the Board of Education approve the recommendation to delete Policy 1221, **Student Serving as an Ex Officio Member of the Gouverneur Central School Board of Education**. This policy has been combined with Policy 1220 and is no longer necessary.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. POLICY 1221, DELETED AS PRESENTED.**

## 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 for any item to be removed.

**Motion to approve Consent Agenda:**

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 approve items A-G as a consent agenda:

A. Minutes

Approve the minutes of the Regular Meeting of June 2, 2025, as presented.

B. Claims Auditor's Reports

(See Sheet #5, Board Minutes File Folder)

Approve the Claims Auditor's Reports for the period 5/30/25 – 6/13/25, as presented.

C. CSE Business

(See Sheet #6, Board Minutes File Folder)

Approve the services, including additions, modifications and deletions, for the following classified CSE students, as reflected in the attached CSE Meeting Minutes report:

5102783	5103030	5102779	5102769	5103777	5104585	5103953
5104169	5104352	5103383	5104490	5101444	5103498	5103253
5104618	5104412	5103592	5102080	5103525	5103875	5104043
5104286	5103522	5102363	5104081	5104254	5104434	5105181
5104877	5103916	5103775	5102897	5102898	5102896	5104882
5104963	5104691					

D. CPSE Business

(See Sheet #7, Board Minutes File Folder)

Approve the services, including additions, modifications and deletions, for the following classified CPSE students, as reflected in the attached CPSE Meeting Minutes report:

5104680	5105158	5104882	5104963	5104691	5105176
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E. Treasurer's Report – May 2025

(See Sheet #8, Board Minutes File Folder)

Accept the Treasurer's Report for the month of May 2025, as presented.

F. Ratification of Settlement Agreement

(See Sheet #9, Board Minutes File Folder)

Ratify the Order Settling Infants Claim, Index # EFCV-21-160634 and Authorize Payment, as presented.

G. 2024-006 Revised Bid Letter of Recommendation – Site Contract

(See Sheet #10, Board Minutes File Folder)

Accept the corrected Site Contract amount as presented from BCA Architects & Engineers dated June 12, 2025.

**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 Trustee Roberts, and seconded by Trustee McGregor, that the Board of Education approve the following Personnel items, A-H, as a Consent Agenda:

A. Ratification of GSRPU Contract

(See Sheet #11, Board Minutes File Folder)

RESOLVED, that the Board hereby ratifies the Collective Bargaining Agreement between the District and the Gouverneur School Related Personnel Union covering the period from 07/01/2025 through 06/30/2029 and authorizes the funding of those monies necessary to implement the provisions of the 2025-2029 Collectively Negotiated Agreement.

## VII. CONSENT AGENDA – PERSONNEL (CONTINUED)

B. Approval of Amendment to Assistant Superintendent's Contract

(See Sheet #12, Board Minutes File Folder)

Resolved, that the Board approves of an amendment, in the form included in the minutes for this meeting, to the July 1, 2022, contract of employment between the Board and the Assistant Superintendent. The amendment extends the term of the Assistant Superintendent's employment for an additional year and designates the salary as per the Managerial/Confidential Adjustments.

C. Managerial/Confidential Adjustments

(See Sheet #13, Board Minutes File Folder)

Approve the Managerial/Confidential Employee Adjustments for 2025-2026, as presented.

D. Retirements

- a) Pamela J. Mahay, from her position as Elementary Teacher, effective June 30, 2025.
- b) Forrest Fuller, from his position as Custodian, effective August 15, 2025.

E. Resignations

- a) Alyssa Edick, from her position as Teacher Aide, effective June 27, 2025.
- b) Krista Goodrich, from her position as Elementary Teacher, effective June 30, 2025.
- c) Jaime Hughes, from her position as Reading Teacher, effective June 30, 2025.
- d) Autumn Baker, from her position as Individual Aide, effective September 1, 2025 (to accept the position of Teacher).

F. Appointments1. Summer

- a) High School Summer School. Appoint the following personnel for the 2025 High School Summer School program:
  - Bobbie Holmes, Teacher (Session 2- Biology)
  - Kevin Capito, Teacher (Session 2- Earth & Space Sciences)
  - Kristen Wallace, Substitute Teacher (Session 1 & 2)
  - Kathleen Stamper, Teacher Assistant- Online Health (Session 1 & 2)
  - Steve Besaw, Aide (Session 1 & 2)
  - Amy Barr, Secretary (Session 1 & 2)
- b) Elementary Summer School. Appoint the following personnel for the 2025 Elementary Summer School program:
  - Jessica Miller (Individual Aide)
  - Denise LaClair – Rescind previous appointment as Individual Aide
  - Rowena Cameron (Substitute Aide)
  - Kateena Smith (Substitute Aide)
- c) Middle School Summer School.
  - Pamela Stevens – Rescind previous appointment as Reading Teacher
- d) New Student Registration. Appoint Alicia Porter for up to ten (10) additional days for Registration and related duties, to be paid at her hourly rate from the 2025-26 GSRPU salary schedule.
- e) Beginnergarten. Appoint the following personnel for the 2025 Beginnergarten program, from August 18-21, 2025, from 9 AM – 11 AM. Teachers will be compensated at a stipend of \$500 each through a Title I grant. Support staff will be compensated in accordance with their adjusted FTE from the 2025-26 salary schedule of their collective bargaining unit.
 

Bev Phelps	Teacher
Jaz Kulp	Teacher
Jordyn Lynde	Teacher
Kelly Spencer Ayen	Substitute Teacher
Heather Davis	Classroom Teacher Aide
Marie Moore	Classroom Teacher Aide
Tracy McCarthy	Classroom Teacher Aide
Brittaney Fairbanks	LPN
- f) Kindergarten Registration. Appoint the following personnel for kindergarten registration on August 18-21, 2025, by appointment: Bev Phelps, Jordyn Lynde.

## VII. CONSENT AGENDA – PERSONNEL (CONTINUED)

F. Appointments (Cont.)2. Instructional

- a) Elementary Teacher. Appoint Kira Hammond, holding NYS Professional certification in Early Childhood (Birth-Grade 2) and Childhood Education (Grades 1-6), to the position of Elementary Teacher in the *Elementary PreK-6* tenure area, for a three-year\* probationary period commencing on September 2, 2025, and anticipated to end on September 1, 2028, at an annual salary set at Step 18, B30M, in accordance with the Gouverneur Education Association Agreement current salary schedule for 2025-26. This appointment is contingent upon her successful completion of the probationary term. For anticipated professional development purposes only, her appointment date is effective 7/1/25. \*Mrs. Hammond has been previously granted tenure in another district.
- b) Reading Teacher. Appoint Elizabeth Siebels, holding NYS Professional certification in Literacy (Birth-Grade 6), to the position of Reading Teacher in the *Remedial Reading* tenure area, for a three-year\* probationary period commencing on September 2, 2025, and anticipated to end on September 1, 2028, at an annual salary set at Step 13, B30M, in accordance with the Gouverneur Education Association Agreement current salary schedule for 2025-2026. This appointment is contingent upon his successful completion of the probationary term. \*Mrs. Siebels has been previously granted tenure.
- c) Behavior Analyst. Appoint Angela Rufa to the position of Board Certified Behavior Analyst, effective July 1, 2025, at an annual salary set at Step 19, B30+Doctorate, in accordance with the Gouverneur Education Association salary schedule for 2025-26.
- d) Change to Probationary Term: Approve the change to the probationary term of Melissa Matice, Teaching Assistant - Counselor, to begin June 7, 2025, and anticipated to end June 6, 2029. Ms. Matice was issued Teaching Assistant Level 1 certification on 6/7/25.

3. Extra-Curricular - 2025-2026 Coaches - Fall.

Approve the following coaching recommendations, pending completion of any outstanding certification requirements, and compensated in accordance with the 2025-26 Coaching Salary Schedule of the GEA contract, as presented:

CROSS COUNTRY	SHAWN P. CUMMINGS	CLASS 1	Step 26
CROSS COUNTRY – ASSISTANT	JOEL BAER	CLASS 3	Step 21
FOOTBALL - VARSITY	SEAN T. DEVLIN	CLASS 1	Step 26
FOOTBALL - VARSITY ASSISTANT	JUSTIN M. YOUNG	CLASS 2	Step 18
FOOTBALL JV	STEVEN M. BESAW	CLASS 2	Step 29
FOOTBALL JV ASSISTANT	DAVID M. DAILEY	CLASS 3	Step 27
FOOTBALL MODIFIED	TIMOTHY W. KNOWLTON	CLASS 4	Step 25
FOOTBALL - MODIFIED ASSISTANT	MICHAEL A. SHATTUCK	CLASS 4	Step 7
FOOTBALL ASSISTANT - VOLUNTEER	RICK VROOMAN	N/A	Uncompensated
FOOTBALL ASSISTANT - VOLUNTEER	CODY HARTLE	N/A	Uncompensated
SOCCER VARSITY BOYS	LUCAS A. HAYDEN	CLASS 1	Step 10
SOCCER BOYS MODIFIED	JARRETT BULLOCK	CLASS 4	Step 2
SOCCER VARSITY GIRLS	KURTIS P. WELLS	CLASS 1	Step 12
SOCCER GIRLS JV	SHAWN J. TYPHAIR	CLASS 2	Step 15
SOCCER GIRLS MODIFIED	CHELSI (GRIFFITH) PECK	CLASS 4	Step 3
SWIM GIRLS	BRETT M. WORDEN	CLASS 1	Step 2
SWIM MODIFIED GIRLS	JULIE K. NEISS	CLASS 4	Step 2
VOLLEYBALL JV	LEESA M. ISEREAU	CLASS 3	Step 3
VOLLEYBALL VARSITY	JOSEPH WAHL JR.	CLASS 1	Step 5
VOLLEYBALL MODIFIED	<i>vacant</i>	CLASS 4	Step
CHEERLEADING – FALL	ERICA DOWLING	CLASS 3	Step 3

G. Students

Buildings & Grounds. Approve the appointment of the following students as substitutes in the Buildings & Grounds department for the summer of 2025, pending completion of all requirements: Breannah Markwick, to be paid at the Student Sub Custodial rate.

## VII. CONSENT AGENDA – PERSONNEL (CONTINUED)

H. Leaves

Authorize the placement of a non-instructional employee (00809) on paid administrative leave from 6/17/25 to 6/27/25.

**Vote on Consent Agenda – Personnel:**

YEAS: All Trustees Present    NAYS: None.

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

## VIII. NEW BUSINESS

A. Acceptance of Gift

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee Lisa McGregor, and seconded by Trustee Laurie Roberts, that the Board of Education formally accept the gift of the donation from Scott Day, DDS, of 500 toothbrushes and toothpaste to the Gouverneur Elementary School.

DISCUSSION: President Fenlong, on behalf of the district, thanked Dr. Day for his generosity.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. GIFT FROM SCOTT DAY, DDS, ACCEPTED WITH THANKS AND APPRECIATION.**

B. Authorization to Declare as Surplus and Dispose of Used Items

Whereas, the School District owns certain items which are obsolete, no longer useful or necessary for school district purposes and of no value to the School District;

Therefore, be it resolved, that upon motion made by Vice-President Todd Bates, and seconded by Trustee Lisa McGregor, that the Board of Education hereby declares the following item(s) to be surplus property and of no value to the School District and authorizes the Business Administrator to dispose of such items in accordance with Board Policy and in the best interests of the School District.

Item	Number	Condition	Reason For Disposal	Recommended means of disposal
Vending Machine	1	no key	no longer used	Auction/Sale
Chain link fencing	2	fair	not anticipated to use in remainder of useful life	Donation to Village of Gouverneur

YEAS: All Trustees Present    NAYS: None.

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

C. Merger Requests - Athletics

*(See Sheets #14 and #15, Board Minutes File Folder)*

1. Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Bates, and seconded by Trustee Bush, that the Board of Education approve a merger request from the Harrisville CSD to allow their students to participate on the Gouverneur Cross Country (Boys' and Girls') team at all levels during the 2025-26 school year, per the terms of the Section 10 Athletics Combined Teams Application, as presented.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. MERGER REQUEST FROM HARRISVILLE CSD FOR CROSS COUNTRY, APPROVED AS PRESENTED.**

2. Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Trustee McGregor, and seconded by Trustee Bush, that the Board of Education approve a merger request from the Harrisville CSD to allow their students to participate on the Gouverneur Track (Boys' and Girls') team at all levels during the 2025-26 school year, per the terms of the Section 10 Athletics Combined Teams Application, as presented.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. MERGER REQUEST FROM HARRISVILLE CSD FOR TRACK, APPROVED AS PRESENTED.**

## VIII. NEW BUSINESS (CONTINUED)

D. Outside Service Providers – 2025-2026

(See Sheets #16, #17, #18 and #19, Board Minutes File Folder)

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, motion made by Vice-President Todd Bates, and seconded by Trustee Laurie Roberts, that the Board of Education approve the contracts with the following outside service providers, as presented:

- North Coast Therapy ESY 2025-26 Physical Therapy Services for the Preschool Special Class Program
- North Coast Therapy ESY 2025-26 Contract Agreement for Physical Therapy Services
- North Coast Therapy 2025-2026 Contract Agreement for Preschool Special Class Program for Speech Therapy, Occupational Therapy and Physical Therapy Services
- North Coast Therapy 2025-2026 Contract Agreement for Speech Therapy, Occupational Therapy and Physical Therapy Services

DISCUSSION: Superintendent Kelly clarified that the speech services are in addition to our in-house employees.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. CONTRACTS WITH OUTSIDE SERVICE PROVIDERS, APPROVED AS PRESENTED.**

IX. COMMENT PERIOD – *No comments offered.*

## X. ADJOURN TO EXECUTIVE SESSION

Motion made by Trustee Laurie Roberts, and seconded by Vice-President Todd Bates, to adjourn to executive session to discuss the removal of particular persons.

YEAS: All Trustees Present    NAYS: None.

**MOTION CARRIED. MEETING ADJOURNED TO EXECUTIVE SESSION AT 6:15 PM.**

## RETURN TO OPEN SESSION

**Open session resumed at 6:55 PM.**

## XI. ADJOURNMENT

There being no further business or discussion, motion made by Trustee Lisa McGregor, and seconded by Vice-President Todd Bates, to adjourn the meeting at 6:55 PM.

Respectfully submitted,

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Tatia Z. Kennedy, District Clerk

David Fenlong, President