

**GOUVERNEUR CENTRAL SCHOOL DISTRICT**  
**Annual Organizational Meeting of the Board of Education**  
**July 1, 2025**  
**5:30 p.m. HIGH SCHOOL AUDITORIUM**  
**Tentative Agenda**  
***Delivering the Promise of a Brighter Future***

I. CALL TO ORDER

**The meeting will be called to order by Tatia Z. Kennedy, Clerk of the District.**

PLEDGE OF ALLEGIANCE

II. ANNUAL ORGANIZATIONAL MEETING BUSINESS

A. Administration of Oath (New Board Members)

*The District Clerk shall administer and countersign the oath of office to newly-elected Board member Tina French. The oath shall conform to Article XIII-1 of the New York State Constitution, and Section 10 of the Public Officers Law. No new Board member shall be permitted to vote until he/she has taken the oath of office.*

B. Election of Board Officers

1. President of the Board
2. Vice-President of the Board
3. Administration of Oath to Board Officers

**The School Board President will take charge of the remainder of the meeting.**

C. Appointment of District Officers

1. District Clerk – Tatia Z. Kennedy
2. Acting District Clerk – Jacquelyn L. Kelly
3. District Treasurer – Kimberly A. Shampine
4. Deputy Treasurer – Michelle A. LaVigne
5. School Tax Collector – Rachel Scott, Village of Gouverneur
6. Internal Claims Auditor – Tammy Law
7. Administration of Oath to Officers

*The District Clerk shall administer the oath of office to those not in attendance within 30 days.*

D. Other Appointments – Consent Agenda

1. School Attorney - Case & Leader
2. Legal Counsel - Ferrara Fiorenza PC
3. Michelle Hassett, Central Treasurer and Amy Barr, Assistant Central Treasurer for Extraclassroom Activity Fund
4. Faculty Auditor for Extraclassroom Activity Funds - Kimberly A. Shampine
5. Independent Auditor - Crowley & Halloran CPAs, P.C.
6. District Attendance Officer - Michelle LaVigne
7. Records Access Officer - Dale Munn, Jr.
8. Records Management Officer - Dale Munn, Jr.
9. Data Protection Officer - Jacquelyn L. Kelly
10. Residential Designee - Cory Wood
11. Asbestos Designee - Cory Wood
12. School Pesticide Representative - Cory Wood
13. Chief Emergency Officer - Jacquelyn L. Kelly
14. District Chief Safety Officer - Robert Klimowicz
15. Student and Staff Substance Use Designee - Beverly Martin
16. Chemical Hygiene Officer - Lisa Dunkelberg
17. Purchasing Agent – Dale Munn Jr.; and in the case of his absence, Jacquelyn L. Kelly
18. Insurance Broker - MacFadden-Dier Agency, Inc.
19. School District McKinney-Vento Liaison - Monica Scott
20. School District Foster Care Liaison - Monica Scott

21. Civil Rights Compliance Designees - Cory Wood and Jessica Sullivan
22. *Dignity for All Students Act* Coordinators  
Jessica Sullivan be appointed as Lead Coordinator – District; and the following staff be appointed as building coordinators:  
 HS - Principal, Guidance Counselors  
 MS – Principal, Guidance Counselors  
 Elementary – Principals, Guidance Counselors
23. Title IX Coordinators – Cory Wood and Jessica Sullivan
24. Impartial Hearing Officers for Committee on Special Education  
 The school district will use the district specific list of Impartial Hearing Officers as maintained by the IHRS (Impartial Hearing Reporting System), for the Committee on Special Education.
25. Committee on Special Education Members  
 The following be appointed as members of the Committee on Special Education:  
 Chairperson: Kimberly Richards, Director of Special Education  
 Alternate Chairperson(s): Hayley Fletcher  
 Secretary: Katherine Brozzo, Donna Wood  
 School Physician: Donald Schuessler, M.D.  
 School Psychologist(s): Hayley Fletcher, Shea-Marie Mussaw, TBD  
 Teacher of the Disabled Child: As defined by Federal Regulations  
 Regular Education Teacher: As defined by Federal Regulations  
 Parent of Child  
 Parent Representative: Adrienne Cox
26. Surrogate Parent for Committee on Special Education - Adrienne Cox
27. Committee on Preschool Special Education Members  
 The following be appointed as members of the Committee on Preschool Special Education:  
 Chairperson: Kimberly Richards, Director of Special Education  
 Alternate Chairperson(s): Hayley Fletcher  
 Parent of Child  
 Parent Representative: Adrienne Cox  
 Evaluator: A professional who participated in the Evaluation of the child for whom services are being sought  
 Agency Representative: A designated representative from county service agency and/or agency serving child from 0-2 years of age  
 The Child's Teacher\* (if he/she has one; if not, an appropriately certified teacher  
 (\*For initial CPSE evaluation meetings a Special Education teacher and a Regular Education teacher).
28. Sub Committees of the Committee on Special Education  
 The Board of Education appoint the following sub committees of the CSE, for Gouverneur Elementary, Gouverneur Middle, and Gouverneur High Schools:  
 Not less than one special education teacher of the student, or, if appropriate, not less than one special education provider of the student, AND the Chairperson of the CSE or the building principal or a school psychologist, AND related services personnel as appropriate, AND a general education teacher, whenever the student is, or may be, participating in the regular education environment, AND the student's parent or person in parental relation, AND the student, if appropriate.
29. Representative and Alternate Representative to St. Lawrence Counties School District Employees Medical Plan  
 WHEREAS, the Gouverneur Central School District is a Participant in the St. Lawrence-Lewis Counties School District Employees Medical Plan; and  
 WHEREAS, Section IV of the Municipal Cooperative Agreement directs this School District to select the Superintendent or a designee to serve on the Plan's Board of Directors, be it  
 RESOLVED, that the Board of Education hereby designates Dale Munn, Jr. to serve as the School District's representative on the Plan's Board of Directors for 2025-2026; and  
 RESOLVED FURTHER, that the Board of Education hereby designates Jacquelyn L. Kelly to serve as an alternate district representative on the Plans' Board of Directors for 2025-2026 should the district's representative not be able to attend a Board of Directors' Meeting.
30. Representative and Alternate Representative to St. Lawrence Counties School District Employees Workers' Compensation Plan  
 WHEREAS, the Gouverneur Central School District is a Participant in the St. Lawrence-Lewis Counties School District Employees Workers' Compensation Plan; and  
 WHEREAS, Section IV of the Municipal Cooperative Agreement directs this School District to select the Superintendent or a designee to serve on the Plan's Board of Directors, be it  
 RESOLVED, that the Board of Education hereby designates Dale Munn, Jr. to serve as the School District's representative on the Plan's Board of Directors for 2025-2026; and

RESOLVED FURTHER, that the Board of Education hereby designates Jacquelyn L. Kelly to serve as an alternate district representative on the Plans' Board of Directors for 2025-2026 should the district's representative not be able to attend a Board of Directors' Meeting.

31. **Agricultural Advisory Board**

The following members of the Agricultural Advisory Board will act as the liaisons between the AAB and the District: Mr. Donald Peck, Mr. Allyn Tubbs.

32. **Audit Committee - All Trustees of the Board of Education**

E. **Designations – Consent Agenda**

1. Designation of Official Depositories: Community Bank, N.A.; and New York Cooperative Liquid Asset Securities System (NY CLASS).
2. Official Newspapers: Gouverneur Tribune Press and Watertown Daily Times
3. Mileage Reimbursement Rate: Current IRS mileage rate
4. IEE Reimbursement Cap  
The reasonable cost for independent educational evaluations at public expense shall be capped at \$3,000.00 in accordance with Policy 7680.

F. **Authorizations – Consent Agenda**

1. Payroll Certification Officer - Jacquelyn L. Kelly
2. Designation to approve conference/convention/workshop attendance - The Superintendent or Assistant Superintendent
3. Distribution of Petty Cash

High School	\$ 100
Business Office	\$ 100
Gouverneur Elementary School	\$ 100
School Lunch	\$ 300
Tax Collector	\$ 200
4. Designation of Treasurer or Deputy Treasurer to Sign Checks
5. Designation of Chief School Officer to approve Budget Transfers
6. Designation of Superintendent of Schools to Apply for Grants in Aid
7. Authorization to Participate in Cooperative Purchasing Programs  
The Gouverneur Central School District Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement", for the 2025-2026 school year, as presented.
8. Authorization to Appoint Impartial Hearing Officer  
WHEREAS, Part 200 of the Regulations of the Commissioner of Education was amended to require that, upon receipt of a request for an impartial hearing involving a student with or a student suspected of having a disability, a board of education "immediately" appoint an impartial hearing officer pursuant to the procedure set forth in said regulations; and  
WHEREAS, said regulations also authorize a board of education to designate one or more of its members to appoint the impartial hearing officer. The President and Vice President of the Board of Education are hereby authorized to appoint the impartial hearing officer to preside over special education hearings held pursuant to 8 NYCRR §200.5.
9. Indemnification and Legal Defense Resolution  
Approve the Indemnification and Legal Defense Resolution pursuant to Public Officers Law, Section 18, as presented.
10. Authorization to Employ Temporary Personnel  
Authorize the Superintendent to appoint Temporary, Part-time, Per-Diem or Substitute Personnel and to temporarily fill vacant positions pending consideration and appointment by the Board Of Education at the next Board of Education meeting.
11. Authorization for Assistant Superintendent for Instruction, the Executive Director of Operations and Personnel, the School Business Manager, as Acting Superintendent

G. **Other Items**

1. Re-adoption of all Policies, and Code of Ethics in effect during Previous Year
2. Appointment of NYSSBA Advocacy Liaison

III. COMMENT PERIOD

IV. DISCUSSION

A. Wildcat News

B. Upcoming Events

July 21 – Public Hearing – School Safety Plan; Cell Phone policy; 5:30 p.m., HS Auditorium

July 21 – Regular Board of Education meeting, after public hearings, HS Auditorium

V. FINANCIAL REPORT

VI. UNFINISHED BUSINESS

VII. CONSENT AGENDA:

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, that the Board of Education approve the following items as a Consent Agenda:

A. Minutes of the June 16, 2025 regular meeting

B. Claims Auditor's Reports

C. CSE Business

D. CPSE Business

VIII. CONSENT AGENDA – PERSONNEL:

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, that the Board of Education approve the following Personnel items as a Consent Agenda:

A. Amendment to School Resource Officer (SRO) contracts

a) Approve the Amendment to the contract between the District and Robert Klimowicz (SRO) to provide a salary increase, as presented.

b) Approve the Amendment to the contract between the District and Michael Tyler (SRO) to provide a salary increase, as presented.

B. Positions

C. Retirements

D. Resignations

E. Appointments

IX. NEW BUSINESS

Upon presentation and recommendation of Jacquelyn L. Kelly, Superintendent of Schools, that the Board of Education consider the following Items under New Business:

A. School Safety Plan Public Hearing

Set July 21, 2025 for a Public Hearing to discuss the annual updates and revisions, if any, to the District's School Safety Plan. The Public Hearing will begin at 5:30 p.m. and will be followed by a second public hearing and then the regular board meeting.

B. Cell Phone Policy Public Hearing

Set July 21, 2025 for a Public Hearing to discuss the cell phone policy set to be implemented for the 2025-26 school year. The Public Hearing will begin after the School Safety Plan public hearing concludes and will be followed by the regular board meeting.

C. Approval of 5-year Capital Plan Executive Summary

X. COMMENT PERIOD

XI. PROPOSED EXECUTIVE SESSION

*No further business is expected to take place in open session.*

XII. RETURN TO OPEN SESSION AND ADJOURNMENT