

***District Mission***

*We believe that all students can learn and can achieve regardless of their previous academic performance, family background, socio-economic status, race and/or gender. The mission of Bainbridge-Guilford Central Schools is to assure that all students acquire the knowledge and skills which enable young people to become productive members of society. It is our goal to educate all students to a higher level of academic performance and foster positive growth in social/emotional behaviors and attitudes.*

**Bainbridge-Guilford Central School  
Board of Education Meeting  
Re-Organizational Meeting Agenda  
July 6, 2023  
District Conference Room – 6:00 PM**

- I. Routine Matters
  - A. Call to Order- District Clerk
  - B. Clerk leads pledge to flag
  - C. Oaths of Office to Board Members – John Gliha and Marek Rajner
  - D. Clerk asks for nominations for Board of Education President
    - Oath of Office to President elect by District Clerk
  - E. President will accept nominations for Board Of Education Vice President
    - Oath of Office to Vice President elect by the President
  - F. President to give oath of office to District Clerk
  - G. Request approval for the District Clerk to administer oaths of office to the District Treasurer, Central Treasurer, Deputy Treasurer, Attendance Officers, and Tax Collector.

II. Reorganizational Meeting

A. Appointments

<u>Position</u>	<u>Name</u>	<u>Remuneration</u>
District Treasurer	Janice Rideout	\$3,863
Deputy Treasurer	Tim Ryan	-0-
Central Treasurer	Stacey Golden	\$3,863
District Clerk	Kelly Grigoli	\$5,117
Public Relations Coordinator	Kelly Grigoli	\$3,145
Grant Manager	Linda Maynard	\$3,198
Stimulus Grant Management	Linda Maynard	\$3,198 (Federal Funds)
Legal Counsel	Ferrara & Fiorenza	Per 23-24 Agreement
Legal Counsel/Labor Relations	Girvin and Ferlazzo, P. C.,	Per 23-24 Agreement
Tax Collector	Stacey Golden	\$3,605
Claims Auditor	Kristy DeGroat	\$100/audit
District Auditor	Insero & Co. CPA's, LLC	\$20,500
Records Management Officer	Teresa Burnett	\$3,198
Dignity For All Students		
Act Coordinator - District	Joanne Moxley	\$1,426
DASA-Jr-Sr High School	William Zakrajsek	-0-
DASA-Greenlawn Building	Jennifer Henderson	-0-
DASA-Guilford Building	Linda Maynard	-0-
District Incident Team Leader	Jenn Henderson	\$1,500
LINKS Team Facilitator	Kim Morris-Schinn	\$2,250
Concert Accompanist	Erin Degan	\$100 (per evening concert not to exceed 6)
Director of Instructional Technology	Greg Winn	\$1,500
Special Education Chairperson	Colleen Head	BGTA Contract 2021-24
District Data Coordinator (CIO)	Linda Maynard	\$3,090

Raptor System Update Coordinator	Phylicia Dunham-Fleming	\$20.00 per hour
CPI Instructors	Nick Mayo/Jennine Brewer	BGTA Contract 2021-24
Director of Physical Education and Athletics	William Zakrajsek	Admin Contract 2021-24
Special Education Administrator	Jennifer Henderson	-0-
ESL Coordinator	Jennifer Henderson	-0-
BOE/CSE Liaison	BOE President	-0-
Homeless Coordinator	Joanne Moxley	-0-
Asbestos Designee	James Rideout	-0-
Attendance Officers	Kelly Cirigliano	-0-
	Heather Amatuccio	-0-
	Lori Pike	-0-
Records Access Officer	Janice Rideout	-0-
Compliance Coordinator	Janice Rideout	-0-
HIPAA Compliance & Security	Janice Rideout	-0-
Data Protection Officer	Timothy Ryan	-0-
School Physician	Southern Tier Medical Care	\$13,415
Insurance Consultant	NYSIR	\$85,875
Chairperson, Board of Registration		
& Elections Personnel	TBD	Minimum Wage
Impartial Hearing Officer	List	\$100
Grant Finance Management	Janice Rideout	\$3,605
Stimulus Grant Finance Management	Janice Rideout	\$3,605
Educational Technology Support	Melissa Margadona	\$1,650/each
	Amanda Madugno	
	Nicole Rowley	

## B. Designations

- Official Bank Depository - NBT Bank, Insured Cash Sweep (ICS) Program through NBT
- Official Newspaper – Evening Sun, Norwich, New York
- BOE Re-Organizational Meeting within the first 15 days of July 2024
- BOE Regular Monthly Meetings – First Thursday and Third Thursday of each month

## C. Authorizations

- Annual Budget Hearing – May 14, 2024
- Annual Budget Vote – May 21, 2024
- Tax Collection via postal mail only
- The date of the Tax Warrant as of September 1, 2024
- School Business Manager as school purchasing agent
- School Business Manager to sign Civil Service Commission Documentation
- District Treasurer or Deputy Treasurer to sign checks
- Superintendent to certify payrolls
- Superintendent to approve budget transfers.
- Superintendent to apply for and approve state and federal grants.
- Superintendent to approve attendance at conferences, conventions, and workshops.
- Superintendent to approve tutoring service contracts for Bainbridge-Guilford students.
- Superintendent to declare equipment or supplies with a value less than \$1,000 as surplus to current needs.
- Superintendent to approve waiver of rental charges for use of school facilities.
- Bids: School Business Manager to prepare bids; District to participate in cooperative bids with DCMO & BT BOCES
- President of the Board to sign Bond and/or Revenue Anticipation Notes
- Re-adoption of all policies, procedures and plans.

D. Appointments of Committees/Committee Reps.

**Special Education Related Committees**

**The following are appointed as mandated members of the School District's Committee on Special Education:**

- School Psychologist: Terri Waters
- Special Education Chairperson and representative of the school District qualified to provide and administer special education: Colleen Head
- Parent Member, if specifically requested in writing by the parent or by a member of the school at least 72 hours prior to the meeting.
- Regular Education Teacher (who is, or may be, responsible for implementing an IEP)
- Special Education Teacher of the student, or, if appropriate, special education provider of the student
- An individual who can interpret the instructional implications of the evaluation results
- School Physician, if specifically requested in writing by the parent or by a member of the school at least 72 hours prior to the meeting.
- Parent of the Child
- Student with the disability (when appropriate)
- Other Individuals with knowledge or special expertise regarding the child (at discretion of the parent or district)

In the event that the student is not a new referral, or there is no change of placement to a special class, the District may operate a CSE subcommittee in accordance with Part 200 guidelines.

**The following are appointed as mandated members of the School District's CSE Sub Committee**

- Special Education Chairperson and representative of the school District qualified to provide and administer special education: Colleen Head
- Special Education Teacher, or, if appropriate, not less than one special education provider of the student
- Regular Education Teacher of the student
- Parent of the child
- Student (when appropriate)
- School Psychologist (when necessary)
- An individual who can interpret the instructional implications of the evaluation results
- Other Individuals with knowledge or special expertise regarding the child (at discretion of the parent or district)

**The following are appointed as mandated members of the School District's Committee on Pre-School Special Education:**

- Special Education Chairperson and representative of the school District qualified to provide and administer special education: Colleen Head
- Regular Education Teacher (if the child is or may be participating in the regular education environment)\*
- Special Education Teacher, or, if appropriate at least one Special Education Provider of the child\*
- An individual who can interpret the implication of the evaluation results, who may be a member of the team selected from the regular education teacher, special education teacher/ provider, or the school district representative described above.
- Parent Member, if specifically requested in writing by the parent or by a member of the school at least 72 hours prior to the meeting.
- Parent of the Child
- Other Individuals with knowledge or special expertise regarding the child (at discretion of the parent or agency)
- For a child in transition from early intervention programs and services, at the request of the parent, the appropriate professional designated by the agency that has been charged with the responsibility for the preschool child

- A representative of the municipality of the preschool child’s residence, provided that the attendance of the appointee of the municipality shall not be required for a quorum

**The following are appointed as mandated members of the School District’s 504 Committee**

- 504 Committee Chairperson – Colleen Head
- Classroom teacher/service provider of the student
- Special Education Teacher
- Student (when appropriate)
- Parent of the student
- Other Individuals with knowledge or special expertise regarding the child (at discretion of the parent or district)

**Surrogate Parents:**

- TBD

**Board Approved CPSE Parent Reps 2022-23**

- TBD

**Board Approved CSE Parent Reps 2022-23**

- TBD

**Board of Education Committees**

**Audit/Finance Committee**

Tim Ryan      Janice Rideout    TBD  
 TBD              TBD

**Facilities Committee**

Tim Ryan      Director of Facilities  
 TBD              TBD                      TBD

**Personnel Committee**

Tim Ryan      TBD                      TBD                      TBD  
 Building Principal

**Policy Committee**

Tim Ryan      TBD                      TBD                      TBD

**Transportation Committee**

Tim Ryan      Head Bus Driver              Two Bus Drivers  
 TBD              TBD                              TBD

**Board Representatives for District Committees and Associations**

**Chenango County School Boards Association**

TBD Alternate: TBD

**Diversity, Equity and Inclusion Committee**

TBD Alternate: TBD

**Health & Safety/Wellness Committee**

TBD Alternate: TBD

**Legislative Liaison**

TBD

**LINKS**

TBD Alternate: TBD

**NYSSBA Delegate**  
TBD Alternate: TBD

**Worker's Compensation Self-Insurance Alliance**  
Trustee: TBD Alternate: TBD

**Other District Committees**  
**Chapter I/Parent Advisory Council**  
TBD as necessary

**District Incident Team (Emergency Response)**  
J. Henderson (Incident Commander), T. Ryan (back-up IC) D. Demer, G. Winn, W. Zakrajsek, L. Maynard, Janice Rideout, James Rideout, N. Peck, R. Decker, T. Burnett, J. McKenna, and K. Grigoli.  
Other members: J. Porter (NYS Police), S. Hartz (NYS Police) and Alison Bensley (DCMO BOCES)

**District Diversity, Equity and Inclusion Coordinator**  
Kimberly Morris-Schinn

**District Diversity, Equity and Inclusion Committee**  
Members to be determined at a later date

**District Wide School Safety Team**  
Members of the District Incident Team and the Health/Wellness Committee

**Health & Safety/Wellness Committee**  
James Rideout (Facilitator), Tim Ryan, Kathy Knudsen, Vince Taylor, Amanda Winans, Mary Diemer, Alison Bensley, Harrold Ives, Kelly Cirigliano, and Student (TBD).

**LINKS**  
T Ryan, W. Zakrajsek, J. Henderson, L. Maynard, A. Carlin, M. Margadona, K. Mayo, K. Morris-Schinn, H. Pratt, A. Seliga, A. Madugno, N. Rowley, C. Oranjian, G. Winn, B. Clark, K. Grigoli, S. Clark, P. Dunham-Fleming, C. Stafford, and E. Hall (Parent member).

**Occupational Education Advisory Council**  
Approve DCMO BOCES Occupational Education Advisory Council to act as the Bainbridge-Guilford Advisory Council

**E. Fees, Rates and Bondings**

All wage rates subject to applicable federal and/or state minimum wage regulations and the terms of any effective Collective Bargaining Agreement.

Mileage Reimbursement Rate	Official IRS Rate
Music Rental Fee	\$50/Year
Driver Education Fee	\$285
Substitute Teacher Rate	\$110/day
Over 10 cons. days in the same assignment	\$120/day
Over 30 cons. days in the same assignment (Certified Only)	\$145/day
Retired B-G Teacher	\$145/day
Substitute LTA	\$105/day
Substitute School Nurse	
o LPN	\$105/day
o RN	\$120/day
Substitute Custodial Worker	Minimum wage
Substitute Custodial Worker (B-G Retiree)	Minimum wage + \$.50/hr.
Substitute Building Maintenance Worker	Minimum wage + \$2.50/hr.

Substitute Teacher Aide/Bus Attendant	Minimum wage
Substitute Teacher Aide/Bus Attendant (B-G Retiree)	Minimum wage + \$.50/hr.
Substitute Food Service Helper	Minimum wage
Substitute Food Service Helper (B-G Retiree)	Minimum wage +\$.50/hr.
Substitute Cook Manager	Minimum wage
Substitute Cook Manager (B-G Retiree)	Minimum wage +\$.50/hr.
Substitute Typist	Minimum wage
Substitute Typist (B-G Retiree)	Minimum wage +\$.50/hr.
Substitute Bus Driver (while Driving)	90% Applicable Rate/hr. per Bus Driver Contract
Substitute Bus Driver (while Route Training)	90% Extra Trip Rate/hr. per Bus Driver Contract
Substitute Bus Driver (Employed over 1 year)	Applicable Rate/hr. per Bus Driver Contract
Substitute Fingerprint Reimbursement	½ Fingerprinting Fee following 35 hours of substitute work.

Bonding of following personnel and amount of bond

District Clerk (\$25,000)
Tax Collector (\$1,000,000)
District Treasurer/Business Manager (\$1,000,000)
Central Treasurer (\$1,000,000)
Deputy Treasurer (\$1,000,000)
Internal Claims Auditor (\$100,000)

Petty Cash Accounts

High School Main Office - \$85
Special Ed Café - \$50
Tax Collector - \$100

Administrative Credit Cards – NBT Bank

Superintendent (T. Ryan)	\$5,000
School Business Manager (Janice Rideout)	\$5,000

F. Recommend the adoption of the current district specific list of Special Education Hearing Officers maintained by the Impartial Hearing Reporting System (IHRS).

G. Recommend the adoption of the following resolution:

**BE IT HEREBY RESOLVED**, that the Bainbridge-Guilford Board of Education hereby authorizes the DCMO BOCES Career and Technical Education Advisory Council to act as the advisory council for the district.

H. Recommend the adoption of the following resolution:

**BE IT HEREBY RESOLVED**, that the Board of Education, having been informed that it may designate one or more of its members to appoint an impartial Hearing Officer in regard to a pending request for a hearing, and having been further advised of the short time periods for appointing a Hearing Officer and for initiating a hearing, designate the Board President to appoint a Hearing Officer subject to ratification by the Board at its next meeting.

I. Recommend the adoption of the following resolution:

**BE IT HEREBY RESOLVED**, Upon the recommendation of the Superintendent of Schools, that this Board of Education of the Bainbridge-Guilford Central School District hereby adopts, in full, the coverage provided by Section 18 of the New York Public Officers Law. This coverage shall not supplant any existing protection and/or coverage provided by any other section of law, but shall add to and supplement such existing coverage.

J. Recommend the adoption of the following resolution:

**BE IT HEREBY RESOLVED**, The Board of Education acting pursuant to the authority granted by New York General Municipal Law §92, grants paid leave to the following titled employees, without deduction from accruals due to school closures as a result of the COVID-19 pandemic during the 2022-23 school year:

- Bus Drivers
- Bus Attendants
- Teacher Aides
- Cook/Managers
- Food Service Helpers

Future paid leaves for similar instances shall be at the discretion of the Board of Education who may grant or deny such pay in the future. This resolution shall not restrict the District from requiring any employee in the above titles to report to work, should their presence be necessary, or work from home or any other alternate platform on the identified dates.

III. Adjournment