

**Bainbridge-Guilford Central School  
Board of Education Meeting Minutes  
June 1, 2023**

A Public Hearing was held on the Code of Conduct revisions for the '23-'24 school year. There were no public comments.

Code of Conduct Public  
Hearing

President Keith Hanvey called the June 1, 2023 Board of Education Meeting to order at 6:02 pm in the Guilford Elementary School.

Call to Order

Board members in attendance were Shelly Bartow, Gordon Daniels, John Gliha, Keith Hanvey, Jeanne Shields, and Rebecca Sullivan. Tom Akshar arrived at 6:10 pm.

Board Members in  
Attendance

The administrator in attendance was Superintendent Timothy Ryan.

Administrator In  
Attendance

Principals in attendance were Jennifer Henderson, Linda Maynard, and Greg Winn.

Principals In Attendance

On a motion by Shelly Bartow, seconded by Rebecca Sullivan the Board of Education voted to enter into executive session at 6:02 pm to discuss the employment history of a particular person, appointment of a particular person, discipline of a particular person, and CSE minutes.

Executive Session

Yes-6; No-0. Carried.

On a motion by Tom Akshar, seconded by Rebecca Sullivan the Board of Education voted to return to open session at 6:25 pm.

Return to Open Session

Yes-7; No-0. Carried.

Keith Hanvey, Board of Education President led the Pledge of Allegiance.

Pledge of Allegiance

On a motion by Gordon Daniels, seconded by Shelly Bartow the Board of Education voted to approve the agenda.

Order of the Agenda  
Established

Yes-7; No-0. Carried.

Sandra Ruffo, NYSSBA Area 4 First Vice President presented a plaque to Jeanne Shields in appreciation of her 24 years of service to the Bainbridge-Guilford Board of Education.

Sandra Ruffo Presents  
Plaque to J. Shields

Federal Stimulus Grant Update, presented by Linda Maynard:

- Federal Review opens in August. Janice Rideout and Mrs. Maynard will be working on that.

Federal Stimulus Grants  
Update

Linda Maynard, Guilford Elementary Principal presented on the following:

Linda Maynard Presents

- Mrs. Maynard introduced Kindergarten teacher Heather Pain and a group of her students. They took us outside to the Guilford pollinator garden to show us all the hard work they've put in to make it look beautiful. The garden was originally started by Sharon Hager when she was a teacher in Guilford. Sharon was also in attendance. The boys and girls did a wonderful job explaining how they have planted and maintained their garden.
- Summer Enrichment is at 46 students in Guilford. Pre-K enrollments are at 32. There are 11 new Kindergarteners enrolled for next year. The Kindergarten screenings have been setup. Parents will meet with Mr. Hardy and Mrs. Seiler. In the summer the Pre-K students will come in to visit the school and they are hoping to begin home visits once again.
- The end of the year planning is coming along. Teachers have been meeting to build class lists, report cards are coming out, and curriculum and summer planning are taking place.
- The spring concert went well, there was a shuttle, but adjustments may still need to be made for next year. Parents had the ability to RSVP before the event so they were already put through the raptor system, this worked well and got everyone into the building quickly.

- The end of the year fun events are being planned. The Cole Park trip is planned for the Kindergarten and 1<sup>st</sup> grade classes. Transition day is June 12<sup>th</sup>. The Guilford school will hold their annual Flag Day parade. Pre-K will have a graduation, Kindergarten will have an award ceremony, and 1<sup>st</sup> will have a graduation.
- Guilford has been working on scheduling. An SEL/ELA period will go into the master schedule. Next year there will be K/1 Buddies. Each Kindergartener will be buddied up with a 1<sup>st</sup> grader and they will have opportunities to work with each other.

Jennifer Henderson, Greenlawn Elementary Principal presented on the following:

Jennifer Henderson  
Presents

- Ms. Henderson went over the Counselor Corner newsletter and Greenlawn calendar of events for the end of the year.
- The ELA and Math Computer Based Testing has been completed.
- Professional development days were scheduled for ELA but had to be cancelled due to unforeseen circumstances. They were replaced with Math professional development days for grades 4-6. The 2<sup>nd</sup> and 3<sup>rd</sup> grade teams took ½ days to work on curriculum. RTI meetings have been scheduled and plans for next year are being made.
- The District-Wide evacuation drill went well. There will be a debriefing in the DIMIT meeting. Ms. Henderson attended a two-day training in Albany for the NYSED School Safety Summit. She found it very educational.
- The end of the year calendar will be sent home to families tomorrow. Each grade level went to Yaleville Farms, and they'll also go to the town pool. There are also field trips planned for each grade level. Honor Society inductions went very well.

William Zakrajsek, Jr.-Sr. High School Principal reported on the following:

William Zakrajsek-  
Absent: notes presented  
via BOE Packet

- Mr. Zakrajsek was not in attendance. His speaking points were presented to the Board Members in their packets.

Greg Winn, Jr.-Sr. High School Assistant Principal reported on the following:

Greg Winn Presents

- May tends to be an uptick in behavioral problems, and this month we saw that. It was a rough month with discipline.
- The parent information night with Tobacco Free Chenango will be rescheduled to the fall.
- On May 22<sup>nd</sup> a group of staff met regarding the disproportionality issue and we have been told we need focused intervention. A plan will be created and implemented.
- The Tech Committee met yesterday. There was a data breach at SchoolDude. All staff was advised to change their login and SchoolDude passwords. So far, we haven't seen any issues stemming from the breach. Mr. Winn and the MITS department will pilot not collecting devices for the summer from 7-11 graders. Other schools have done this and have found it successful.
- Mr. Winn's reason for loving being a Bobcat this month comes from his experience on the Senior Trip. There were about 35 students who attended. They were rained out at Six Flags but made the best of it by going to the mall. The next day they went to the aquarium and Quincy Market. The group of students that went were really great and they had a good time.

Timothy Ryan, Superintendent of Schools reported on the following:

Timothy Ryan  
Presents

- On June 9<sup>th</sup> there will be a Capital Project check-in meeting. Work is set to begin next spring or summer.
- Mr. Ryan spoke on the successful budget vote.
- Mr. Ryan passed around a thank you card he received from a former student thanking the district for getting her where she is and for helping to set her up for success.
- Mr. Ryan spoke about the New Visions presentations that he and Mr. Zakrajsek attended. We had five seniors who presented on various topics. Mr. Ryan expressed how well they each did.
- Everyone is excited for B-G's return to Pageant of Bands on Saturday. They did a great job at the Memorial Day parades, and we're excited to see them perform.
- Mr. Ryan met with NBT about their program, STRIVE and presenting it to our students. Community Bank will also come in to work with students. We will also continue our partnership with SFCU. In August, Mr. Ryan will speak at dinner with local business

leaders about creating a pipeline from High School to the workforce for kids who will not attend college after High School.

- Recently Mr. Ryan and Mr. Hanvey took a trip to the Tech Department to see the tractor they have been refurbishing. Mr. Ryan's family will be donating a tractor for next year's project.
- Mr. Ryan asked Shelly Bartow to give an update on the Healthy Delaware event. This free healthcare event is for all area residents, not just those who live in Delaware County. Ms. Bartow filled us in on the need for volunteers. To make this successful they need about 1,200 volunteers. Students who are 16 or 17 can also volunteer.

There were no visitors in the audience.

Visitors in the Audience

After reviewing the recommendation and documentation setting forth the recommendation, including a review of the recommendation of the Superintendent of Schools, and seeing that the appropriate safeguard rights were provided to the parent, the Board of Education took the following action:

CSE Recommendations

- SUB-CSE minutes of: 3/24/23, 3/30/23, 5/9/23, 5/10/23, 5/16/23
- 504 minutes of: 3/23/23, 5/10/23, 5/11/23, 5/11/23, 5/17/23
- CSE minutes of: 3/16/23, 4/25/23, 5/16/23

On a motion by Tom Akshar, seconded by Shelly Bartow the Board of Education reviewed and arranged for the appropriate special education placements.

Yes-7; No-0. Carried.

On a motion by Gordon Daniels, seconded by Tom Akshar the Board of Education voted to approve the following Certified Personnel items:

Certified Personnel

- Request the unpaid leave of absence for Tami Westcott from 12/4/23-12/8/23.
- Accept the Resignation of Greg Milunich from the position of Special Education Teacher, effective 6/30/23.

Yes-7; No-0. Carried.

On a motion by Jeanne Shields, seconded by Gordon Daniels the Board of Education voted to approve the following Non-Certified Personnel items:

Non-Certified  
Personnel

- Accept the retirement request of Kyle Fuller, Bus Driver, retroactive to 5/18/23.
- The appointment of Josephine Porter to the position of Substitute Teacher (PT), retroactive to 5/18/23, background check complete.
- The appointment of Taylor Gonzalez to the position of Substitute Teacher Aide (PT), retroactive to 5/16/23, background check complete.
- The appointment of Taylor Gager to the position of Substitute Custodial Worker (PT), retroactive to 5/11/23, background check complete.
- The appointment of Kali Conover to the position of Substitute Typist (PT), effective 5/23/23, background check complete.
- Accept the resignation of Lianne Sprague from the position of Substitute Bus Driver, retroactive to 5/1/23.
- The appointment of Kayla Hoyt to the position of Substitute Custodial Worker (PT), retroactive to 5/25/23, background check complete.

Yes-7; No-0. Carried.

On a motion by John Gliha, seconded by Gordon Daniels the Board of Education voted to approve the following Business Office items:

- Financial Reports for the month of April 2023 – Student Activities Central Treasurer's Report, Revenue & Appropriation Status Reports, Cumulative Summary of Budget Amendments, Cash Flow, District Treasurer's Report, and the School Lunch Profit & Loss Report
- Internal Claims Auditor Reports dated April 28 and May 12, 2023

Financial Reports

Internal Claims Audit

- Request award of the 2023-24 Solid Waste Removal Contract to Waste Recovery Enterprises for the sum of \$15,000 as specified in the DCMO BOCES Cooperative Bid #2023-012

Solid Waste Removal  
Contract

Yes-7; No-0. Carried.

On a motion by Tom Akshar, seconded by Shelly Bartow the Board of Education voted to approve the following Old Business Items:

- Policy revisions:
  - Policy #4304 Accounting of Fixed Assets, Inventory, and Tracking
  - Policy #4502 Non-Bid Purchasing
  - Policy #0021 Tobacco and Nicotine Use
- *REVISED* Board of Education meeting calendar for 2023-2024

Policy Revisions

Revised '23-'24 BOE  
Meeting Calendar

Yes-7; No-0. Carried.

On a motion by Rebecca Sullivan, seconded by Tom Akshar the Board of Education voted to approve the following New Business Items:

- Budget Vote Results from May 16, 2023:
 

Total Votes: 257	BOE Members:	Gliha – 161
Budget: Yes – 197; No – 56		Rajner – 154
Proposition 1 – Busses: Yes – 195; No – 57		Suda – 125
Proposition 2 – Library: Yes – 181; No – 71		
- First read – Code of Conduct Revisions – Policy #1005
- Amendment of 2022-2023 Instructional Calendar to reflect June 22, 2023 as last day of instruction for Elementary students.
- Adoption of the resolution (Attachment A) approving the retention of LeChase Construction Management, LLC. to provide Construction Management Services for the 2022 Capital Improvement Project in accordance with the terms and conditions of the contract and authorizing the contract to be entered into by the President of the Board of Education, the Superintendent of Schools, or their designee.

Budget Vote Results

Code of Conduct First Read

Amendment to the '22-'23  
Instructional Calendar

Construction Management  
Services

Yes-7; No-0. Carried.

The following planning items were discussed:

Planning

**Board Events**

- June 15<sup>th</sup> – BOE Meeting @ 6:00p – Guilford Elementary School
- June 24<sup>th</sup> – Graduation @ 7:00p – High School Front Lawn

**School Events**

- June 2<sup>nd</sup> – Sherburne Pageant of Bands – Jazz and Chamber Band Performance
- June 3<sup>rd</sup> – Sherburne Pageant of Bands
- June 6<sup>th</sup> – Athletic Awards @ 6:00p – High School Auditorium
- June 7<sup>th</sup> – Sr. Recognition and Awards Concert @ 6:30p – High School Auditorium
- June 8<sup>th</sup> – FFA Awards Banquet @ 5:00p – High School MPR-2
- June 9<sup>th</sup> – Jr. High School Awards @ 8:30a – High School Auditorium

The Board of Education voted to enter back into Executive Session at 8:45 to discuss the Superintendents evaluation.

Return to  
Executive Session

Yes-7; No-0. Carried.

On a motion by Tom Akshar, seconded by Rebecca Sullivan the Board of Education voted to return to Open Session at 10:06 pm.

Return to Open Session

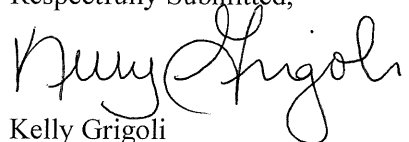
Yes-7; No-0. Carried.

On a motion by Shelly Bartow, seconded by Jeanne Shields the Board of Education voted to adjourn the meeting at 10:07 pm.

Adjournment

Yes-7; No-0. Carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Kelly Grigoli". The signature is fluid and cursive, with the first name "Kelly" and last name "Grigoli" clearly distinguishable.

Kelly Grigoli

District Secretary/District Clerk

**RESOLUTION**  
**APPROVING CONSTRUCTION MANAGEMENT SERVICES**

**WHEREAS**, the Board of Education of the Bainbridge-Guilford Central School District (the “Board of Education”) has determined that it is in the best interest of the Bainbridge-Guilford Central School District (the “School District”) to retain a construction manager to: collaborate with the project architect; provide construction planning; prepare and update as needed a project schedule; assist with bid solicitation and analysis; coordinate the activities of multiple contractors to meet the milestone dates set forth in the project schedule and comply with the Contract Documents; provide cost estimating and accounting services; provide project status reports; and provide related professional services (“Construction Management Services”) in connection with its \$15,400,000, 2022 Capital Improvement Project (the “Project”); and

**WHEREAS**, the Board of Education has determined that it is in the best interest of the School District to continue its professional relationship with LeChase Construction Services, LLC (“LeChase”) for the purposes of providing Construction Management Services for the Project; and

**WHEREAS**, the School District’s legal counsel, Ferrara Fiorenza, PC and LeChase have jointly prepared a contract for Construction Management Services for the Projects (the “Contract”) and the School District’s Superintendent has recommended approval of the Contract as being in the best interest of the School District, a copy of the Contract has been shared with the Board;

**NOW, THEREFORE**, be it resolved as follows:

1. The Board of Education approves the retention of LeChase to provide Construction Management Services and proceed with the Project in accordance with the terms and conditions of the Contract, for the fees and expenses set forth therein.
2. The Board of Education hereby authorizes the President of the Board, the Superintendent of Schools, or their designee to enter into the Contract on behalf of the School District in substantially the form presented to the Board of Education with such modifications, additions, and revisions (other than a change to the scope of the Project, the fees, or expenses) as may be approved by the Superintendent of Schools and the District’s legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the Contract in connection with the Project.
3. Upon Board of Education approval, this resolution shall take effect immediately.