

**Bainbridge-Guilford Central School
Board of Education Meeting Minutes
November 3, 2022**

President Keith Hanvey called the November 3, 2022 Board of Education Meeting to order at 6:05 pm in the District Conference Room.

Call to Order

Board members in attendance were Thomas Akshar, Shelly Bartow, Gordan Daniels, John Gliha, Keith Hanvey, Jeanne Shields, and Rebecca Sullivan.

Board Members in Attendance

The administration in attendance were Superintendent Timothy Ryan and Business Manager Janice Rideout.

Board Members in attendance

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

Administrators in attendance

On a motion by Tom Akshar, seconded by Shelly Bartow the Board of Education voted to enter Executive Session at 6:05 pm to discuss CSE minutes and the employment of a particular person.

Executive Session

Yes- 7; No-0. Carried.

On a motion by Rebecca Sullivan, seconded by Tom Akshar the Board of Education voted to return to Open Session at 6:36 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 Gordan Daniels, seconded by Tom Akshar the Board of Education voted to approve the agenda.

Order of the agenda established

Yes-7; No-0. Carried.

Bob Mastro and Kodie Shamrock from Leonard Bus Sales, Inc. presented on the upcoming legislation on School Bus Electrification. Some highlights from their presentation included:

Bob Mastro and Kodie Shamrock Present

- They began their presentation by stating that this is a lot of information and that a separate meeting to dive deeper into this could be helpful.
- Beginning in 2027 the only bus that dealers will be allowed to sell will be electric.
- By the year 2035 schools will need to have converted their entire fleet to electric buses.
- The current cost is around \$400,000 per bus with charging stations costing up to \$50,000-\$60,000.
- Many aspects of the bus will be the same, weight is similar, and the interior is like current busses. Mechanics won't work on the electrical system, that would be handled by the dealer. Driver's will not need a different class license but will need some training on how to efficiently drive them. A typical warranty would be 100k miles or 5 years.
- It was suggested that we future proof our district, meaning we get as much done now before the law takes effect.

Emily Anderson, High School Agriculture Teacher and FFA Advisor along with a few of her students presented on what the FFA club has done this year and last, and what some of their plans are for the future. They explained what FFA is, who the members are, and that it's open to all backgrounds and interests (but students must be enrolled in Agriculture classes at Bainbridge-Guilford). The students spoke about some of the projects and activities they've completed.

Emily Anderson presents

Linda Maynard, Guilford Principal reported on the following:

Linda Maynard Presents

- Celebrations – The fall parade was well attended by parents and costumes were above and beyond this year. Many of the staff dressed up as well. They have been working on iReady training in Guilford and they brought in a person from iReady who worked with the RTI providers. They will use the data they collect from iReady to drive curriculum development. Linda spoke about her time at they SAANYs conference that she recently attended.
- Going Well – Teacher observations and write-ups are taking place. The Student Support Team has been restructured, with the team trying to start interventions earlier to close any learning gaps. The After School Program is going well in Guilford. The Catskill Theater group will be coming to do some activities during the upcoming half day, to help with keeping the children entertained.
- Working on – Parent teacher conferences are getting scheduled and curriculum meetings are currently happening.
- The Gertrude Hawk fundraiser will be taking place at Guilford. They are working towards purchasing a machine that will print removable decals that can be placed on the floor to create a sensory path.
- Billy the Bookworm will be in Guilford on Friday, November 3rd.

Jennifer Henderson, Greenlawn Principal reported on the following:

Jennifer Henderson Presents

- Professional development has been taking place with the LINKS plan. They did a ½ day in Math and ½ day in Social Studies. They will adjust curriculum off the data that is collected, and this will help guide curriculum.
- They have been having team meetings that include Jennifer Henderson, Phylcia Dunham-Fleming, Dan Hardy, and the grade-level teachers. This has now been opened to the Specials teachers as well.
- Greenlawn has brought back the spelling program for grades 4-6. This includes classwork, homework, and weekly spelling tests.
- The Greenlawn Open House was very well attended, and they had many outside agencies that were also represented that night as well as the Book Fair taking place. The fall parade was well attended by parents and the band did a fantastic job.
- The Veteran's Day breakfast will be fully back to normal with an in-person breakfast. Student Council will serve the Veteran's and the music department will perform. Many of the classes have made decorations for the celebration.
- Jenn read Phylcia Dunham-Fleming's counselors corner newsletter.
- Cornell Cooperative Extension will be coming on the ½ day to do some fun activities with the students.
- The Bainbridge Free library will be visiting and are going to be bringing back the scavenger hunt around town. The second-grade class will be visiting the library and will each receive a library card.
- The Greenlawn school held a pumpkin weight guessing contest. The pumpkin was donated by multi-age teacher, Amanda Madugno. There were two staff members and one student who guessed the weight exactly. The winners received Dunkin Donuts gift cards from Mr. Ryan.

- Safety:
 - Lockdown drill – the announced drill has been completed, next will be an unannounced drill. The DIMT discussed radios, early dismissal, and building walk-throughs (which helped identify any safety concerns). Alison Bensley from DCMO BOCES led the group in a tabletop activity that included an active shooter scenario.
 - Door glass and shades – A question has come up regarding the use of window shades in classroom doors. The NYSP provided guidance that if children can hide in the classroom the door does not need a shade. The District has decided that every door window will have a shade because in a lockdown situation there may be extra children in the classroom and there may not be adequate space for them to hide. The doors that have an extra panel of glass next to the door will be covered with a special film that will prevent individuals from looking in.

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

William Zakrajsek
Presents

- Academics – The High School is nearing the end of the first quarter and report cards will be coming out at the end of the month. Bill read the list of the October Student of the Month winners.
- Emergency Drills – There have been six emergency/fire drills. Three of which had blocked exits. The early dismissal drill was done in record time, but we found flaws and places we can improve. The High School has completed a lockdown and two lockout drills.
- Sports – Bainbridge-Guilford Soccer won the first round of sectionals but lost their second. Volleyball also won their first round of sectionals and lost the second one. Ethne Degan will be competing in States for Cross Country.
- Staff – Hired a Special Education teacher who has many years of experience in Norwich. The 10th grade advisor position has been filled by Sarah Nezelek and Emily Hall.
- Friday, October 28th was Pride and Spirit reward day. The students earned their goal by participating in the different spirit day activities. They had a choice of watching a movie or playing dodgeball. The day ended with a Seniors vs. Staff dodgeball game during 11th period.
- There was a Junior High costume contest on Halloween. Bill listed the winners of each category.
- Bill and Stacey Golden from the Business Department met with the different club and class advisors and discussed any issues found during the audit and how those can be corrected.

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

Greg Winn Presents

- Discipline – Referrals are down approximately 20% from this time last year. Greg is open to some alternative discipline ideas and is willing to try different things if they correct the behavior.
- Greg and Collen Head, CSE Chairperson attended a conference where they looked at demographics vs. discipline. They explored the areas where B-G was struggling in this and where efforts need to be concentrated.
- Greg gave some insight into the addiction problem our students are having with vaping. Greg has resources for students to look at, and some students are willing to sit with him and speak about what is driving their addiction.
- Tech – The Tech Committee met and are working on some updates for the website. The goal is to have that done in November. There were three staff members hired for the Instructional Technology positions and another positive from that is that one of the staff members who was not hired for that position has a strong robotics background, so discussions are happening to bring robotics in some form to BG.
- Greg talked about why he loves being a Bobcat. This week was due to our wonderful Custodial and Maintenance staff at B-G. They came in at 4:30 to put up the last five Promethean boards that needed to be installed

Timothy Ryan, Superintendent of Bainbridge-Guilford Schools reported on the following:

Timothy Ryan Presents

- Capital Project updates – The Evening Sun will be interviewing Mr. Ryan so that they can write an article for their paper. The Daily Star has already done an interview. There will be two community coffees, one in-person and one virtual. WCDO radio will also be interviewing Mr. Ryan about the project. Mr. Ryan emphasized that it's important that voters understand that it will be an athletic complex and many different athletic programs will have the opportunity to utilize it.
- The Budget process has begun. Mr. Ryan asked the Board if they were happy with how the process worked last year and there was an agreement that they were.
- Tim spoke briefly about the proposed BOCES Capital Project.
- The District is exploring ways to address the gap between employees making minimum wage and long-term employees who are just above minimum wage. The gap has been closing due to the increase in minimum wage over recent years.
- There was a Health and Safety meeting recently where discussions were had about COVID-19, the proposed turf field, the speed limit on Greenlawn, as well as parking on Greenlawn.
- Mr. Ryan spoke about DEI (Diversity, Equity, and Inclusion). Kim Morris-Schinn will be working with LINKS on how this will be addressed. There is also someone the District has in mind that can potentially come do staff trainings.
- A video was posted on our District Facebook page about fan/parent behavior towards coaches, officials, and volunteer sport positions and the need to treat those individuals with respect.
- Marek spoke about the dodgeball tournament, the Senior Honor Society blood drive that will take place on 11/8, the start of YES! Leads, and the Brooks BBQ fundraiser for Student Council.

There were no visitors in the audience.

Guests 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

- CSE minutes of: 10/13, 10/20, and 10/25.
- 504 minutes of: 10/21 and 10/27.
- CPSE minutes of: 10/13 and 10/21.

On a motion by Shelly Bartow, seconded by Rebecca Sullivan 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 John Gliha the Board of Education voted to approve the following Certified Personnel:

Certified Personnel

- The creation of a 1.0 FTE Secondary Special Education teacher position. The appointment of Jessica Smith to the position of Special Education Teacher:
 - Name:** Jessica Smith
 - Position:** Special Education – Jr-Sr High School
 - Certification:** Initial – Students with Disabilities 7-12
 - Tenure Area:** Students with Disabilities
 - Date of Commencement of Appointment:** 11/14/22
 - Expiration of Appointment:** 11/15/25
 - APPR:** To the extent required by the applicable provisions of the Education Law, in order to be granted tenure, **Jessica Smith** must receive composite or overall annual professional performance review ratings of either effective or highly effective in at least two (2) of the three (3) years, and if she receives

an ineffective composite or overall rating in the final year of the probationary period she shall not be eligible for tenure at that time.

Salary: Step 11 + Masters + 44 credit hours

Vice: B. Scherhauser

- The appointment of Shannon Phillips as mentor for Michelle Hertzog.
- The tenure appointment of Tracy Kutz:

Name: Tracy Kutz

Tenure Area: Mathematics

Certificate: Professional – Mathematics 7-12

Commencement of Service on Tenure: 11/12/22

- The revised appointment of Nicole Rowley (High School), Melissa Margadona (Guilford), and Amanda Madugno (Greenlawn) to the positions of Educational Technology Support at the stipend rate of \$1,650/year for each position, effective 9/1/22.

Yes-7; No-0. Carried.

On a motion by Shelly Bartow, seconded by Rebecca Sullivan the Board of Education voted to approve the following Non-Certified Personnel:

Non-Certified Personnel

- The appointment of April McFee as substitute Typist (PT), effective 11/3/22, background check complete.
- The appointment of Gary Kent as substitute Bus Driver (PT), effective 11/3/22, background check complete.
- The appointment of Nicole Boccardo as Teacher Aide in the Greenlawn Elementary School at a rate of \$13.20/hour, retroactive to 10/25/22. Background check complete. Vice: Rachel Barron.
- The approval of Robin Blincoe as volunteer at Guilford Elementary School for the 2022-2023 school year.
- The approval of Ellen Bosworth as volunteer at Guilford Elementary School for the 2022-2023 school year.
- The appointment of Brittany Wilson as substitute Teacher Aide (PT), retroactive to 10/27/22, background check complete.
- The appointment of Sarah Nezelek and Emily Hall as Co-Advisors for the 10th grade class, step 1 (split).
- The appointment of Molly O'Hara as Pep-Band Assistant in the Jr. – Sr. High School at a rate of \$500/year.
- The appointment of Clay Anderson as substitute Teacher Aide (PT), effective 11/3/22, background check complete.

Yes-7, No-0. Carried.

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

Sports Personnel

- The appointment of the following volunteers:
 - Basketball-Ryan Porter
 - Volleyball- Marissa Cuozzo
 - Bowling- Tracey Ventura
- The appointment of the following score keeper:
 - Michelle Hertzog

Yes-7; No-0. Carried.

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

- Request approval of the following Financial Reports for the month of September 2022 – Student Activities Treasurer’s Report, Revenue & Appropriation Status Reports, Summary of Budget Amendments, District Treasurer’s Report, and School Lunch Profit & Loss Report
- Request approval for the Internal Claims Auditor Report dated October 14, 2022
- Request approval that the Senior Citizen Low Income Exemption remain the same for the 2023 Assessment Roll
- Request approval of the June 30, 2022 Audited Financial Statements of the District as presented by Inero & Co. CPA’s, LLP.
- Request approval of the June 30, 2022 Extraclassroom Activities Financial Report as presented by Inero & Co. CPA’s, LLP.
- Request approval of the Corrective Action Plan for the June 30, 2022 Audited Financial Statements of the District finding.
- Request approval of the 2023-24 Budget Development Schedule
- Request approval to amend the 2022-2023 budget increasing A511 Appropriated Reserves by \$19,666 and increasing expenditure account A9010.800-05-4700 Employees Retirement by \$19,666.

Financial Reports

Internal Claims Audit
Low Income Exemption

Audited Financial
Statements
Extraclassroom
Activities Report
Correct Action Plan

Budget Development
Schedule
Budget Amendment

Yes-7; No-0. Carried.

On a motion by Tom Akshar, seconded by Gordon Daniels the Board of Education voted to approve the following New Business:

New Business

A. Request approval of the election personnel resolution.

The appointment of the following election personnel:

- Permanent Chairman: Keith Hanvey
- Chief Election Inspectors: Dolores Nabinger and Ellen Bosworth
- Assistant Clerks: Vicki Anderson, Mary Ellen Whitmore, Sally Finch, Ellen Bosworth, Lillian Hawkins, and Linda McNearney
- Substitute Assistant Clerks: Julie Fuller and Karen Maddalone

Yes-7; No-0. Carried.

The following planning events were discussed:

Planning

Board Events

- November 17th – BOE meeting – High School @ 6:00
- December 7th – Capital Project Vote – Greenlawn and Guilford @ 12p-9p

School Events

- November 10th – Veteran’s Day Breakfast – Greenlawn @ 9:00
- November 14th – Coffee with the Superintendent – High School @ 6:30p

On a motion by Tom Akshar, seconded by Rebecca Sullivan the Board of Education voted to adjourn the meeting at 8:46 pm.

Adjournment

Yes-7; No-0.

Respectfully Submitted,



Kelly Grigoli
District Secretary/Board Clerk