

**Bainbridge-Guilford Central School
Board of Education Meeting Minutes
Reorganizational Meeting
July 6, 2023**

District Clerk Kelly Grigoli called the July 6, 2023 reorganizational meeting of the Board of Education to order at 6:05 pm in the District Conference Room.	Call to Order
Board Members in attendance were, Thomas Akshar, Shelly Bartow, John Gliha, Keith Hanvey, Marek Rajner, and Rebecca Sullivan. Gordon Daniels arrived at 6:19 pm.	Board Members in attendance
The administration in attendance were Superintendent Timothy Ryan and Business Manager Janice Rideout.	Administration in attendance
The principals in attendance were Jennifer Henderson, Linda Maynard, Greg Winn, and William Zakrajsek.	Principals in attendance
District Clerk, Kelly Grigoli led the Pledge of Allegiance.	Pledge of Allegiance
The District Clerk gave the oaths of office to elected board members John Gliha and Marek Rajner.	Oath of Office to new Board Members
Nominations for the Board of Education President were taken by the District Clerk. Tom Akshar nominated Keith Hanvey. Rebecca Sullivan seconded the nomination. There were no other nominations.	Nominations for Board of Education President
On a motion by Tom Akshar, seconded by Rebecca Sullivan the Board of Education cast their votes to elect Keith Hanvey as President. Yes-5; No-0. Abstain: KH. Carried.	Keith Hanvey elected Board of Education President
The District Clerk gave the oath of office to President Keith Hanvey.	Oath of Office given to Keith Hanvey
President Hanvey asked for nominations for the office of Vice President. Rebecca Sullivan nominated Shelly Bartow. Tom Akshar seconded the nomination. There were no other nominations.	Nominations for Board of Education Vice President
On a motion by Rebecca Sullivan, seconded by John Gliha the Board of Education cast their votes to elect Shelly Bartow as Vice President. Yes-5; No-0. Abstain: SB. Carried.	Shelly Bartow elected Vice President of the Board of Education
Board of Education President, Keith Hanvey gave the oath of office to Vice President Shelly Bartow.	Oath of Office given to Shelly Bartow
President Hanvey gave the oath of office to the District Clerk, Kelly Grigoli.	Oath of Office given to Kelly Grigoli
On a motion by Tom Akshar, seconded by Shelly Bartow the Board of Education voted to approve District Clerk, Kelly Grigoli to administer the oath of office to the District Treasurer, Central Treasurer, Deputy Treasurer, Attendance Officers, and Tax Collector. Yes-6; No-0. Carried.	Approval for District Clerk to administer Oath of Office to District employees

On a motion by John Gliha, seconded by Rebecca Sullivan the Board of Education voted to approve the following appointments for the 2023-2024 school year.

Approval of '23-'24
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	Dan Hardy	-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	TBD *Due to appraisal in '22-'23
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	
Social & Emotional Program Facilitators	Phylicia Dunham-Fleming	\$1,000/each
	Keren Seiler	
Title IX Coordinator	Janice Rideout	-0-
Yes-6; No-0. Carried.		

*Grant funded for '23-'24 school year only

On a motion by Tom Akshar, seconded by Shelly Bartow the Board of Education voted to approve the following designations for the 2023-2024 school year.

- 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
- Yes-6; No-0. Carried.

Approval of '23-'24
Designations

On a motion by Rebecca Sullivan, seconded by Tom Akshar the Board of Education voted to approve the following *revised* authorizations for the 2023-2024 school year.

- Annual Budget Hearing – May 14, 2024.
 - Annual Budget Vote – May 21, 2024.
 - Tax Collection via postal mail *and/or drop box 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.
- Yes-6; No-0. Carried.

Approval of '23-'24
Authorizations

On a motion by Shelly Bartow, seconded by John Gliha the Board of Education voted to approve the following Special Education related committees for the 2023-2024 school year.

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)

Approval of '23-'24
Special Education
related committees

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 2023-24

- TBD

Board Approved CSE Parent Reps 2023-24

- TBD

Yes-7; No-0. Carried.

On a motion by Shelly Bartow, seconded by Rebecca Sullivan the Board of Education voted to approve the following Board of Education committees for the 2023-2024 school year.

Approval of the
'23-'24 Board of
Education Committees

Audit/Finance Committee

Tim Ryan Janice Rideout Shelly Bartow
John Gliha Gordon Daniels

Facilities Committee

Tim Ryan Director of Facilities
Tom Akshar Marek Rajner Keith Hanvey

Personnel Committee

Tim Ryan Keith Hanvey Rebecca Sullivan
John Gliha Building Principal

Policy Committee

Tim Ryan Shelly Bartow Gordon Daniels
Keith Hanvey

Transportation Committee

Tim Ryan Head Bus Driver Two Bus Drivers
Tom Akshar Shelly Bartow Marek Rajner

Chenango County School Boards Association

Gordon Daniels Alternate: Shelly Bartow

Diversity, Equity and Inclusion Committee

Shelly Bartow Alternate: Rebecca Sullivan

Health & Safety/Wellness Committee

Tom Akshar Alternate: Rebecca Sullivan

Legislative Liaison

Rebecca Sullivan

LINKS

Shelly Bartow Alternate: John Gliha

NYSSBA Delegate

Marek Rajner Alternate: Gordon Daniels

Worker's Compensation Self-Insurance Alliance

Trustee: Gordon Daniels Alternate: Tom Akshar

Yes-7; No-0. Carried.

On a motion by Tom Akshar, seconded by Rebecca Sullivan the Board of Education voted to approve the following district committees for the 2023-2024 school year.

Approval of the
'23-'24 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

Yes-7; No-0. Carried.

On a motion by Gordon Daniels, seconded by Shelly Bartow the Board of Education voted to approve the following fees, rates, and bonding's for the 2023-2024 school year.

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
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Music Rental Fee	\$50/Year
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Driver Education Fee	\$285
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Substitute Teacher Rate	\$115/day
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Over 10 cons. days in the same assignment	\$125/day
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Over 30 cons. days in the same assignment (Certified Only)	\$150/day
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Retired B-G Teacher	\$150/day
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Substitute LTA	\$110/day
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Substitute School Nurse	
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o LPN	\$110/day
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o RN	\$125/day
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Substitute Custodial Worker	Minimum wage
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Substitute Custodial Worker (B-G Retiree)	Minimum wage + \$0.50/hr.
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Substitute Building Maintenance Worker	Minimum wage + \$2.50/hr.
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Substitute Teacher Aide/Bus Attendant	Minimum wage
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Substitute Teacher Aide/Bus Attendant (B-G Retiree)	Minimum wage + \$0.50/hr.
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Substitute Food Service Helper	Minimum wage
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Substitute Food Service Helper	
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(B-G Retiree)	Minimum wage +\$0.50/hr.
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Substitute Cook Manager	Minimum wage
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Substitute Cook Manager (B-G Retiree)	Minimum wage +\$0.50/hr.
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Substitute Typist	Minimum wage
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Substitute Typist (B-G Retiree)	Minimum wage +\$.50/hr.
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Substitute Bus Driver (while Driving)	90% Applicable Rate/hr. per Bus Driver Contract
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Substitute Bus Driver (while Route Training)	90% Extra Trip Rate/hr. per Bus Driver Contract
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Substitute Bus Driver (Employed over 1 year)	Applicable Rate/hr. per Bus Driver Contract
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Substitute Fingerprint Reimbursement	½ Fingerprinting Fee following 35 hours of substitute work.
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Bonding of following personnel and amount of bond

District Clerk (\$25,000)

Tax Collector (\$1,000,000)

District Treasurer/Business Manager (\$1,000,000)

Approval of the
'23-'24 Fees, Rates,
and Bonding's

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
Yes-7; No-0. Carried.

On a motion by Gordon Daniels, seconded by Shelly Bartow the Board of Education voted to adopt the current district specific list of Special Education Hearing Officers maintained by the Impartial Hearing Reporting System (IHRS).
Yes-7; No-0. Carried.

Adoption of the District
Specific Special
Education Hearing
Officers

On a motion by Shelly Bartow, seconded by Gordon Daniels the Board of Education voted to adopt 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.
Yes-7; No-0. Carried.

Appointment of DCMO
BOCES as Advisory
Council

On a motion by Tom Akshar, seconded by Gordon Daniels the Board of Education voted to adopt the following resolution:
BE IT HEREBY RESOLVED, that the Board of Education, having been informed that it may designate one or more of it's 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.

Appointment of
Impartial Hearing
Officer

Yes-7; No-0. Carried.

On a motion by Shelly Bartow, seconded by Gordon Daniels the Board of Education voted to adopt the following resolution:

Section 18 NY
Public Officers
Law

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.

Yes-7; No-0. Carried.

On a motion by Tom Akshar, seconded by Rebecca Sullivan the Board of Education voted to adjourn the 2023-2024 reorganizational meeting at 6:39 pm.
Yes-7; No-0. Carried.

Respectfully submitted,



Kelly Grigoli
District Clerk/District Secretary

