

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

President Keith Hanvey called the July 6, 2023 Board of Education Meeting to order at 6:40 pm in the District Conference Room.

Call to Order

Board members in attendance were, Tom Akshar, Shelly Bartow, Gordon Daniels, John Gliha, Keith Hanvey, Marek Rajner, and Rebecca Sullivan.

Board Members in Attendance

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

Administrators in Attendance

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

Principals in Attendance

President Keith Hanvey led the Pledge of Allegiance.

Pledge of Allegiance

On a motion by Rebecca Sullivan, seconded by Shelly Bartow the Board of Education voted to approve the agenda.  
Yes-7; No-0. Carried.

Order of the Agenda Established

Federal Stimulus Grant Update, presented by Linda Maynard:

Federal Stimulus Grant Update

- Mrs. Maynard and Business Manager, Janice Rideout have been working on some amendments. Mrs. Maynard stated that there are some grants that will be ending soon.

Linda Maynard, Guilford Elementary Principal reported on the following:

Linda Maynard Presents

- Mrs. Maynard began with giving updates on the Pre-K program. She spoke about the Pre-K students dressing in cap and gown to walk with the High School graduates during their walkthrough. Everyone really enjoyed it.
- The Pre-K graduation went well and parents seemed to like having it outside, which was a holdover from Covid, but something they plan to continue.
- There are currently 30 Pre-K students registered for next year. Keren Seiler and Dan Hardy will be doing home visits, something the parents are very excited about. Pre-K screenings will be August 8<sup>th</sup>-10<sup>th</sup>.
- The Kindergarten team started a new awards program this year with each student receiving an award, and there was a slideshow at the end as well. The ceremony was well attended by the parents.
- The 1<sup>st</sup> graders went to Greenlawn for transition day. Mrs. Maynard praised Phylcia Dunham-Fleming and the Greenlawn staff for doing an excellent job with this. Mrs. Maynard did hear from staff that they would like more time to meet with each other to discuss the students they will be getting. The 1<sup>st</sup> and 2<sup>nd</sup> grade teams have been meeting to discuss vertical alignment and the feedback has been very positive.
- Summer school started this week. There were 46 signed up but not everyone who had signed up attended the first day. Mrs. Maynard felt more would come the second week due to the holiday occurring during the first week.
- The master schedule is being worked on. The kindergarten/1<sup>st</sup> buddy program will be worked into it with one day out of the month scheduled for them to have lunch and recess together.
- Mrs. Maynard is excited to attend the Leadership Academy in Binghamton July 18<sup>th</sup>-19<sup>th</sup>.

Jennifer Henderson, Greenlawn Elementary Principal reported on the following:

Jennifer Henderson Presents

- Ms. Henderson and Mrs. Maynard had a Zoom meeting with Nan from BOCES where they went over how to look at testing data and compare it. Nan then worked with the Math and Special Education departments to review state test data and to work on aligning curriculum.

- Ms. Henderson is working on the building-wide safety documents. These have to be uploaded to the state by October 1<sup>st</sup>. The emergency remote instruction plan is also due by October 1<sup>st</sup>, but Ms. Henderson plans to present it to the Board by September 1<sup>st</sup>. Ms. Henderson will be attending a training session that will instruct on creating the building safety plans. The District Incident Management Team will meet over the summer and make plans for what needs to be discussed at building staff meetings.
- There have been curriculum planning meetings and trainings with a focus on vertical alignment.
- The 6<sup>th</sup> grade graduation went very well. It was well attended and having it outside has received positive feedback. The moving up ceremony was first in the morning followed by the 6<sup>th</sup> grade graduation. It was a little hectic, but it all went well. The students did a nice job saying goodbye to Christine Oliver and Dorian Bunting-Cliffe.
- The summer enrichment has gone well the first two days. There are about 60-65 signed up and they've been able to add swimming into the program as well. The students will be working on the garden as one of their summer projects.
- Over the summer Ms. Henderson will be working on curriculum maps, getting ready for the new school year to start, and updating the dismissal procedures. She has been working with the staff to have their curriculum hours for the summer into the District Office.

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

William Zakrajsek  
Presents

- Mr. Zakrajsek read the names of the Students of the Month for May.
- Guidance is finalizing report cards and they will go out in the mail soon. The regents and 8<sup>th</sup> grade proficiency exams went well. Many staff members helped by proctoring or working with students who had accommodations.
- Graduation went very well, even with the weather forcing it to be held inside. Mr. Zakrajsek thanked the Board for attending. He also thanked the Bainbridge-Guilford SRO, Dan Demer and other law enforcement for their presence and for being proactive in stopping any possible disruptions.
- Fall sport sign-ups were held in June. The coaches met with the High School students and went to Greenlawn to meet with the incoming 7<sup>th</sup> graders.
- Mr. Zakrajsek congratulated the Marching Band and Color Guard on their wonderful appearance at the Pageant of Bands. The music department, Ms. Pratt, Mr. Mayo, Mr. Ryan, and Mr. Zakrajsek all met for a debriefing after the parades to discuss what went well and what can be improved for next year. There will be follow-up meetings to discuss scheduling for next year.
- The guidance office is working on the master schedule for next year. They have to input students, LTAs, and Aides, including assigning duty schedules as well.
- Mr. Zakrajsek is confident that the staff and students have been made improvements on the corrective action plan, and that it will reflect when the auditors are here this year.
- Mr. Zakrajsek gave a brief synopsis of the moving up day activities that were held the last day of school with all grades attending in the auditorium.

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

Greg Winn  
Presents

- Mr. Winn will present the discipline data for the year at the next meeting. He went over the June number, which were down compared to last year.
- The B-G designated focus group has met three different times to discuss the districts designation of having significant disproportionality for white students with disabilities. There are two focus areas that they need to work on with a total of 5 goals they need to meet. Additionally, they need to spend 15% of their 611 and 619 IDEA Grants towards fixing the issue. The goals will also be incorporated into LINKS. The focus group will be meeting quarterly going forward.
- In the area of technology, Mr. Winn has been working on an audit of privileges, and removing those individuals who have left the district but still have access to systems within the district. The Technology Specialist positions for this year went very well and Mr. Winn will be looking into expanding on their duties for next year. He has also been working on the LINKS technology goals for the 2023-2024 school year.

- Mr. Winn's reason why he loves being a Bobcat for this month were from his involvement in the Senior awards presentation. He gave the Board a highlight of the event and remarked how generous the award donations were.

Timothy Ryan, Superintendent of Schools reported of the following:

Timothy Ryan  
Presents

- Mr. Ryan gave the Board a letter that was created by himself and Walton Superintendent, Mike MacDonald addressed to BOCES Superintendent, Mike Rullo. The letter highlighted the collective frustrations of the Superintendents of the BOCES component districts. Mr. Rullo was very receptive to their suggestions.
- Mr. Ryan told the Board that Bainbridge-Guilford will host LINKS planning days on both July 14<sup>th</sup> and August 7<sup>th</sup>.
- Mr. Ryan and District Clerk, Kelly Grigoli have begun attending BoardDocs trainings. Next, the principals will participate in a training and the Board will also be trained on the use of BoardDocs as well.
- Mr. Ryan began a discussion with the Board regarding this years Board retreat. The Board discussed different ideas.
- The end of the year luncheon was held at the Wild Owl in Greene. Mr. Ryan felt this went very well and was well attended. It was nice to be back to normal this year after having to adjust for Covid the past few years.
- Mr. Ryan has begun looking at SuperEval, which is supported by BoardDocs and would replace the current method the Board uses to evaluate the Superintendent.
- Mr. Ryan asked Business Manager, Janice Rideout to give an update on the Districts liability insurance, for which the premium costs have gone up due to the appraisal held during the 2022-2023 school year.

There were no visitors in the audience.

Visitors in the  
Audience

On a motion by Tom Akshar, seconded by Rebecca Sullivan the Board of Education voted to enter into executive session at 8:03 pm to discuss CSE recommendations.  
Yes-7; No-0. Carried.

Executive Session

On a motion by Rebecca Sullivan, seconded by Tom Akshar the Board of Education voted to return to open session at 8:16 pm.  
Yes-7; No-0. Carried.

Return to Open  
Session

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: 3/20, 3/21, 3/22, 3/24, 3/27, 3/28, 3/30, 4/11, 4/25, 4/26, 4/27, 5/2, 5/8, 5/9, 5/10, 5/17, 5/18, 5/23, 5/25, 5/31, 6/2, 6/6, 6/7, 6/12, and 6/13 2023.
- 504 minutes of: 3/22, 3/23, 3/27, 3/30, 4/25, 5/4, 5/6, 5/8, 5/16, 5/17, 5/18, 5/23, 5/30, 6/14, and 6/22 2023.
- CPSE minutes of: 5/3, 5/4, 5/12, 6/8, and 6/20 2023.
- CSE minutes of: 3/21, 3/23, 3/29, 4/11, 4/25, 5/8, 5/9, 5/12, 5/15, 5/23, 5/30, 5/31, 6/2, 6/8, 6/14, and 6/22 2023.

On a motion by Shelly Bartow, seconded by Tom Akshar the Board of Education reviewed and arranged for the appropriate special education placements.  
Yes-7; No-0. Carried.

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

Certified Personnel

- The appointment of Shannon Phillips as the mentor for Laura Morris, retroactive 1-3-23 to 6-30-23.

Yes-7; No-0. Carried.

On a motion by Gordon Daniels, seconded by John Gliha the Board of Education voted to approve the following non-certified personnel items:

Non-Certified  
Personnel

- Approval of the unpaid leave of absence for Tina Burnett from 10/18/23 thru 10/27/23.
- Acceptance of the resignation of Barbara Diamond from the position of Teacher's Aide (Temporary until no longer needed), effective 6/2/23.

Yes-7; No-0. Carried.

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

Sports Personnel

- The appointment of Thomas Palmatier as the Varsity Golf Coach, step 1.

Yes-7; No-0. Carried.

On a motion by Shelly Bartow, seconded by Tom Akshar the Board of Education voted to approve the following business office items:

- A. Financial Reports for the month of May 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
- B. Internal Claims Auditor Reports dated May 26, June 9, and June 23, 2023.
- C. Milk and Ice Cream bid as presented.

Approval of May  
Financial Reports

Internal Claims Audits  
Milk & Ice Cream Bid

Yes-7; No-0. Carried.

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

- A. Permission for the Board of Education President and the Superintendent to sign resolution amending the Superintendent's contract.
- B. Permission for the Superintendent to sign the agreement with Chenango County Mental Hygiene Services.
- C. Adoption of the following Resolution approving the King+King Architects, LLP Architectural Services Contract for the 2023-24 Capital Outlay Project:

Amendment to the  
Superintendents Contract  
Chenango County Mental  
Hygiene Contract

King & King Capital  
Outlay Resolution

**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 the services of a qualified New York State licensed Architect/Engineer to: provide architectural and engineering services; provide design and construction planning; prepare and update as needed a project milestone schedule; assist with bid solicitation and analysis; provide project management oversight and status reports; and provide related professional services ("Architectural Services") in connection with its 2023-24 Capital Outlay 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 King + King Architects, LLP ("King + King") for the purpose of providing Architectural Services for the Project; and

**WHEREAS**, King + King has proposed a contract for Architectural Services for the Project (the "Contract") which has been shared with the Board of Education; and

**WHEREAS**, the form of the Contract has been approved by the District's legal counsel, Ferrara Fiorenza PC, and the Superintendent of Schools recommends approval of the Contract as being in the best interest of the School District;

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

1. The Board of Education hereby approves the retention of King + King to provide Architectural 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 or the Superintendent of Schools 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.
- D. The proposal from Energy & Environment, LLC for Hazardous Materials Testing Services related to the 2022 Capital Project.
  - E. Permission for the Superintendent to sign the MOA between the Bainbridge-Guilford Central School District and the BGTA regarding the compensation of master's degree and graduate credit hour completions.
  - F. Permission for the Superintendent to sign the MOA between the Bainbridge-Guilford Central School District and the BGTA regarding the High Deductible Health Plan provided by the District.

Hazardous Materials  
Testing Services  
Master's & Graduate  
Credit MOA

High Deductible Health  
Plan MOA

Yes-7; No-0. Carried.

The following planning items were discussed:

Planning

**Board Events**

- August 3<sup>rd</sup> – Board of Education Meeting – Guilford @ 6:00 PM
- August 17<sup>th</sup> – Board of Education Meeting – Guilford @ 6:00 PM

**School Events**

- July 14<sup>th</sup> – B-G Hosted LINKS training with BOCES Districts

On a motion by Tom Akshar, seconded by Gordon Daniels the Board of Education voted to adjourn the meeting at 8:34 pm.

Adjournment

Yes-7; No-0. Carried.

Respectfully Submitted,



Kelly Grigoli  
District Clerk/District Secretary

