

**Bainbridge-Guilford Central School  
Board of Education Meeting Minutes  
Reorganizational Meeting  
July 7, 2022**

District Clerk Kelly Grigoli called the July 7, 2022 reorganizational meeting of the Board of Education to order at 6:04 PM in the District Conference Room.

Call to Order

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

Board Members in Attendance

The administrator in attendance was Tim Ryan along with Business Manager Janice Rideout. Principals William Zakrajsek and Linda Maynard were in attendance. Assistant Principal Greg Winn attended via ZOOM.

Administrators in Attendance

District Clerk, Kelly Grigoli, led the Pledge of Allegiance.

Pledge to Flag

The District Clerk gave the oaths of office to elected board members Thomas Akshar and Shelly Bartow.

Oath of office to elected Board Members

Nominations for Board of Education President were taken by the District Clerk. Rebecca Sullivan nominated Keith Hanvey. Shelly Bartow seconded the nomination.

Nominations for President

On a motion by Rebecca Sullivan, seconded by Jeanne Shields, the Board of Education cast their votes to elect Keith Hanvey as President. Yes-6; No-0; Carried.

President Elected

The District Clerk gave the Oath of Office to President elect Keith Hanvey.

Oath of office to President

President Hanvey asked for nominations for the office of Vice President. Rebecca Sullivan nominated Shelly Bartow. Jeanne Shields seconded the nomination. The Board of Education elected Shelly Bartow as Vice President Yes-6; No-0; Carried.

Vice President Elected

The District Clerk gave the Oath of Office to Vice President elect Shelly Bartow.

Oath of office to Vice President

President Hanvey gave the Oath of Office to District Clerk, Kelly Grigoli.

Oath of office to District Clerk

On a motion by Rebecca Sullivan, seconded by Shelly Bartow, the Board of Education approved the District Clerk 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 Clerk to administer Oaths

## **Reorganizational Meeting**

On a motion by Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education approved the following appointments for the 2022-23 school year. Yes-6; No-0. Carried.

Appointments

### **Appointments**

Position	Name	Remuneration
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 22-23 Agreement
Legal Counsel/Labor Relations	Girvin and Ferlazzo, P. C.,	Per 22-23 Agreement
Legal Counsel/CSE	HSLDG	Non-retainer rate of TBD
Tax Collector	Stacey Golden	\$3,605
Claims Auditor	Kristy DeGroat	\$100/audit
District Auditor	Insero & Co. CPA's, LLC	\$20,000
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	\$1,030
LINKS Team Facilitator	Kim Morris-Schinn	\$1,500
(2 positions)	Judy Hinman	\$1,500
Concert Accompanist	Erin Degan	\$100 (per evening concert not to exceed 6)
Director of Instructional Technology	Greg Winn	\$1,030
Special Education Chairperson	Colleen Head	BGTA Contract 2021-24
District Data Coordinator (CIO)	Linda Maynard	\$3,090
Raptor System Update Coordinator	Phylcia 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	\$11,415
Insurance Consultant	NYSIR	\$85,875
Chairperson, Board of Registration		
& Elections Personnel	TBD	Minimum Wage
Impartial Hearing Officer	List	\$100

On a motion by Jeanne Shields, seconded by Shelly Bartow, the Board of Education voted to approve the following designations (as revised) for the 2022-23 school year. Yes-6; No-0. Carried.

Designations

### **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 2023
- BOE Regular Monthly Meetings – First and Third Thursday of every month \*revised 7/7/22

On a motion by Shelly Bartow, seconded by Thomas Akshar, the Board of Education voted to approve the following special education committees for the 2022-23 school year. Yes-6; No-0. Carried.

Special Education  
Committees

### **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**

- Theresa Youngs

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

- Theresa Youngs

On a motion by Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education voted to approve the following District and Board of Education committees for the 2022-2023 school year. Yes-6; No-0. Carried.

Board of Education  
Committees

**Board of Education Committees**

**Audit/Finance Committee**

Shelly Bartow John Gliha Jeanne Shields

**Facilities Committee**

Tim Ryan Director of Facilities  
Keith Hanvey Thomas Akshar Gordie Daniels

**Personnel Committee**

Tim Ryan Rebecca Sullivan Keith Hanvey Shelly Bartow  
Building Principal

**Policy Committee**

Tim Ryan Rebecca Sullivan Shelly Bartow John Gliha

**Transportation Committee**

Tim Ryan Head Bus Driver Two Bus Drivers  
Shelly Bartow Thomas Akshar Jeanne Shields

**Board Representatives for District Committees and Associations**

**Chenango County School Boards Association**

Jeanne Shields Alternate: Shelly Bartow

District Committees  
with BOE  
Representatives

**Diversity, Equity and Inclusion Committee**

Rebecca Sullivan Alternate: Shelly Bartow

**Health & Safety/Wellness Committee**

Rebecca Sullivan Keith Hanvey Thomas Akshar Alternate: TBD



**Legislative Liaison**

Rebecca Sullivan

**LINKS**

Shelly Bartow Alternate: Rebecca Sullivan

**NYSSBA Delegate**

Gordie Daniels Alternate: Jeanne Shields

**Worker's Compensation Self-Insurance Alliance**

Trustee: Gordie Daniels Alternate: TBD

Worker's

Compensation Trustees

**Other District Committees**

Other Committees

**TITLE I/Parent Advisory Council**

TBD as necessary

**District Incident Team (Emergency Response)**

J. Henderson (Co-Incident Commander), D. Demer (Co-Incident Commander), G. Winn, T. Ryan (back-up IC), W. Zakrajsek, L. Maynard, Janice Rideout, James Rideout, N. Peck, K. Cirigliano and K. Grigoli. Other members: J. Porter (NYS Police), S. Hartz (NYS Police) and Alison Bensley (DCMO BOCES)

**District Diversity, Equity and Inclusion Committee [NEW in 2022]**

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 and Student (TBD).

**LINKS**

T Ryan, W. Zakrajsek, J. Henderson, L. Maynard, A. Carlin, Judy Hinman, M. Margadona, K. Mayo, K. Morris-Schinn, J. Moxley, H. Nickerson, B. Scherhauser, A. Seliga, A. Madugno, A. Hosier, Nicole Rowley, Leslie Cuzzo, Cloey Oranjian, and Emily Hall (Parent member).

**Occupational Education Advisory Council**

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

On a motion by Jeanne Shields, seconded by Thomas Akshar, the Board of Education voted to approve the following fees, rates and bondings for the 2021-22 school year. Yes-6; No-0. Carried.

Fees, Rates, and  
Bondings

## Fees, Rates and Bondings

Mileage Reimbursement Rate	Official IRS Rate
Music Rental Fee	\$50/Year
Driver Education Fee	\$285
Substitute Teacher Rate	\$105/day
Over 10 cons. days in the same assignment	\$115/day
Over 30 cons. days in the same assignment (Certified Only)	\$140/day
Retired B-G Teacher	\$140/day
Substitute LTA	\$100/day
Substitute School Nurse	
• LPN	\$100/
• RN	\$115/day
Substitute Custodial Worker	Minimum wage
Substitute Custodial Worker (B-G Retiree)	Minimum wage + \$0.50/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 + \$0.50/hr.
Substitute Food Service Helper	Minimum wage
Substitute Food Service Helper (B-G Retiree)	Minimum wage + \$0.50/hr.
Substitute Cook Manager	Minimum wage
Substitute Cook Manager (B-G Retiree)	Minimum wage + \$0.50/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

On a motion by Jeanne Shields, seconded by Rebecca Sullivan, the Board of Education voted to approve the current district specific list of Special Education Hearing Officers maintained by the Impartial Hearing Reporting System (IHRS) for the 2022-23 school year. Yes-6, No-0. Carried.

IHRS List Approved

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

Advisory Council for the District

**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-6, No-0. Carried.

On a motion by Jeanne Shields, seconded by Rebecca Sullivan, the Board of Education voted to adopt the following resolution:

Impartial Hearing  
Officer

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.

Yes-6, No-0. Carried

On a motion by John Gliha, seconded by Thomas Akshar, the Board of Education voted to adopt the following resolution:

Section 18 NY Public  
Officers Law

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.

Yes-6, No-0. Carried

On a motion by Thomas Akshar, seconded by Rebecca Sullivan, the Board of Education voted to adopt the following resolution:

Covid Paid Leave

Recommend the adoption of the following resolution:

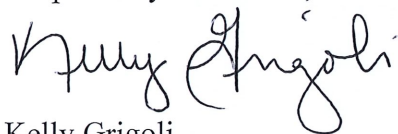
**BE IT HEREBY RESOLVED**, The Board of Education acting pursuant to the authority granted by New York General Municipal Law §92, grants paid leave to the following titled employees, without deduction from accruals due to school closures as a result of the COVID-19 pandemic during the 2022-23 school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

On a motion by Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education voted to adjourn the 2022-2023 Reorganizational Meeting 6:50 PM.  
Yes-6, No-0. Carried.

Respectfully Submitted,



Kelly Grigoli,  
District Clerk

