

**Bainbridge-Guilford Central School
Board of Education Meeting Minutes
Reorganizational Meeting
July 8, 2021**

District Clerk Susan Weibel called the July 8, 2021 reorganizational meeting of the Board of Education to order at 6:11 PM in the District Conference Room. Call to Order

The Board members in attendance were Shelly Bartow, Gordon Daniels, Keith Hanvey, Jeanne Shields, Tim Suda and Rebecca Sullivan.

The administrator in attendance was Tim Ryan along with Business Manager Janice Rideout. Principals William Zakrajsek, Jennifer Henderson, Linda Maynard and Assistant Principal Scot Graham attended via ZOOM.

District Clerk, Susan Weibel, led the Pledge of Allegiance.

The District clerk gave the oaths of office to elected board members Gordon Daniels, Keith Hanvey and Rebecca Sullivan.

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

Oaths of Office to new Board Members

On a motion by Rebecca Sullivan, seconded by Keith Hanvey, 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.

President Hanvey asked for nominations for the office of Vice President. Mr. Hanvey nominated Rebecca Sullivan. She declined due to work commitments. Mr. Hanvey nominated Gordon Daniels which was seconded by Shelly Bartow.

On a motion by Keith Hanvey, seconded by Shelly Bartow, the Board of Education cast their votes to elect Gordon Daniels as Vice President of the Board of Education. Yes-6; No-0; Carried.

Vice President Elected

President Hanvey gave the Oath of Office to Vice President elect, Gordon Daniels and District Clerk, Susan Weibel.

On a motion by Shelly Bartow, seconded by Rebecca Sullivan, 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.

Reorganizational Meeting

On a motion by Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education approved the following appointments for the 2021-22 school year. Yes-6; No-0. Carried.

Appointments

Appointments

District Treasurer	Janice Rideout	\$3,863
Deputy Treasurer	Tim Ryan	-0-
Central Treasurer	Jodie Ives	\$3,863
District Clerk	Susan Weibel	\$5,117
Public Relations Coordinator	Susan Weibel	\$3,145
Grant Finance Management	Jodie Ives	\$3,605
Stimulus Grant Finance Mgmt	Jodie Ives	\$3,605 (Federal Funds)
Grant Manager	Linda Maynard	\$3,198
Stimulus Grant Management	Linda Maynard	\$3,198 (Federal Funds)
Summer School Admin Stipend	HS, & Elem. Principals	\$1,000 ea (Federal Funds)
Legal Counsel	Ferrara & Fiorenza	Per 21-22 Agreement
Legal Counsel/Labor Relations	Girvin and Ferlazzo, P. C.,	Per 21-22 Agreement
Legal Counsel/CSE	HSLDG	Non-retainer rate of \$194/hr
Tax Collector	Stacey Golden	\$3,605
Claims Auditor	Kristy DeGroat	\$100/audit
District Auditor	Insero & Co. CPA's, LLC	\$19,500
Records Management Officer	Cynthia Judd	\$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	Scott Graham	\$1,030
Special Education Chairperson	Colleen Head	\$6,135 / 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	\$1,137 / BGTA Contract 2021-24
Director of Physical Education and Athletics	William Zakrajsek	\$1,500 /Admin Contract 2017-2021
Special Education Administrator	Jennifer Henderson	-0-
ESL Coordinator	Jennifer Henderson	-0-
BOE/CSE Liaison	BOE President	-0-
Homeless Coordinator	Joanne Moxley & Lori Basso	-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	\$84,321
Chairperson, Board of Registration		
& Elections Personnel	TBD	Minimum Wage
Impartial Hearing Officer	List	\$100

On a motion by Rebecca Sullivan, seconded by Tim Suda, the Board of Education voted to approve the following designations for the 2021-22 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 2022
- BOE Regular Monthly Meetings – First Thursday of each month; Third Thursday as needed.

On a motion by Rebecca Sullivan, seconded by Gordon Daniels, the Board of Education voted to approve the following authorizations for the 2021-22 school year. Yes-6; No-0. Carried.

Authorizations

Authorizations

- Annual Budget Hearing – May 10, 2022
- Annual Budget Vote – May 17, 2022
- Tax Collection Location – Greenlawn Elementary Vestibule
- The date of the Tax Warrant as of September 1, 2022
- 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.

On a motion by Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education voted to approve the following Special Education Committees for the 2021-22 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*
- 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

504 Committee

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 2021-22

- Theresa Youngs

Board Approved CSE Parent Reps 2021-22

- 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 2021-22 school year. Yes-6; No-0. Carried.

BOE Committees

Board of Education Committees

Audit Committee (Finance)

J. Shields S. Bartow TBD

Facilities Committee

Tim Ryan Director of Facilities
T. Suda K. Hanvey G. Daniels

Personnel Committee

Tim Ryan R. Sullivan K. Hanvey G. Daniels
Building Principal

Policy Committee

Tim Ryan S. Bartow T. Suda R. Sullivan

Transportation Committee

Tim Ryan Head Bus Driver Two Bus Drivers
J. Shields S. Bartow T. Suda

Board Representatives for District Committees and Associations**Chenango County School Boards Association**

J. Shields Alternate: S. Bartow

District Committees
with BOE
Representation

Health & Safety/Wellness Committee

R. Sullivan Alternate: K. Hanvey

Legislative Liaison

R. Sullivan

LINKS

S. Bartow Alternate: TBD

NYSSBA Delegate

G. Daniels Alternate: J. Shields

Worker's Compensation Self-Insurance Alliance

Trustee: G. Daniels Alternate: S. Bartow

Worker's
Compensation Trustees

Other District Committees**Chapter I/Parent Advisory Council**

TBD as necessary

Other Committees

District Incident Team (Emergency Response)

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

Health & Safety/Wellness Committee

James Rideout (Facilitator), Tim Ryan, Kathy Knudsen,, Vince Taylor,
Amanda Winans, Mary Diemer and Student (TBD).

District Wide School Safety Team

Members of the District Incident Team and the Health/Wellness Committee

LINKS

T Ryan, W. Zakrajsek, J. Henderson, L. Maynard, S. Graham, 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

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

On a motion by Rebecca Sullivan, seconded by Tim Suda, 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

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
Music Rental Fee	\$50/Year
Driver Education Fee	\$285
Substitute Teacher Rate	\$100/day
Over 10 cons. days in the same assignment	\$110/day
Over 30 cons. days in the same assignment (Certified Only)	\$135/day
Retired B-G Teacher	\$135/day
Substitute LTA	\$95/day
Substitute School Nurse	
• LPN	\$95/day
• RN	\$110/day
Substitute Custodial Worker	\$13.00/hr
Substitute Custodial Worker (B-G Retiree)	\$13.50/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	\$13.00/hr
Substitute Cook Manager (B-G Retiree)	\$13.50/hr
Substitute Typist	\$13.00/hr
Substitute Typist (B-G Retiree)	\$13.50/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 ASCP Monitor	Minimum Wage
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
Athletic Office - \$200 (Ticket Sale Boxes)
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 2021-22 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 approve 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 Rebecca Sullivan, seconded Shelly Bartow, the Board of Education voted to approve the following resolution for the 2021-22 school year.

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.

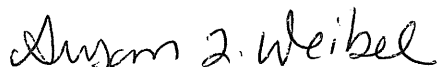
Yes-6; No-0. Carried.

Section 18 NY
Public Officers
Resolution

On a motion by Gordon Daniels, seconded by Rebecca Sullivan, the Board of Education voted to adjourn the 2021-22 Reorganizational meeting at 6:46 PM. Yes-6; No-0. Carried.

Adjournment

Respectfully Submitted,



Susan L. Weibel,
District Clerk