

**Bainbridge-Guilford Central School
Board of Education Meeting Minutes
June 21, 2018**

President Emily Hall called the June 21, 2018, meeting of the Board of Education to order at 6:10 PM in the District Conference Room. Call to Order

Board members in attendance were Tina Ammon, Emily Hall, Keith Hanvey, Jeanne Shields, Kay Striegler and Rebecca Sullivan. Board Members in Attendance

Administrator in attendance was Tim Ryan. Administrator in Attendance

On a motion by Tina Ammon, seconded by Jeanne Shields, the Board of Education voted to go into executive session at 6:12 PM to discuss the Superintendent evaluation. Yes – 7, No – 0. Carried. Executive Session

On a motion by Rebecca Sullivan, seconded by Kay Striegler, the Board of Education voted to return to open session at 7:13 PM. Yes – 7, No – 0. Carried. Open Session

On a motion by Kay Striegler seconded by Rebecca Sullivan, the Board of Education voted to appoint Shelly Bartow to the position of Board of Education member from June 7, 2018 until the next board member election in May 2019. Yes – 7, No – 0. Carried. Appointment of S. Bartow

On a motion by Kay Striegler, seconded by Shelly Bartow, the Board of Education voted to approve the evening’s revised agenda adding a vote on insurance coverage and a change in the wording of a certified appointment to accept the MOA and then the letter. Yes – 7, No – 0. Carried. Order of the Agenda Established & Approved

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 on the following: CSE Recommendations

- Amendment with no meeting of:
- CSE minutes of: 04/25/18, 05/11/18, 05/17/18, 05/18/18, 05/24/18, 05/30/18, 06/06/18, 06/07/18
- CPSE minutes of: 05/07/18, 05/16/18, 06/06/18, 06/07/18
- Subcommittee minutes of: 04/25/18,05/02/18, 05/04/18, 05/08/18, 05/15/18, 05/18/18, 05/22/18, 05/29/18., 05/31/18, 06/01/18, 06/04/18
- 504 Minutes: 04/25/18, 05/07/18, 05/11/18, 05/14/18, 05/15/18, 05/21/18, 05/24/18, 05/31/18, 06/04/18, 06/05/18, 06/06/18, 06/07/18, 06/08/18

On a motion by Tina Ammon, seconded by Shelly Bartow, the Board of Education reviewed and arranged for the appropriate special education placements. Yes – 7, No – 0. Carried.

President Emily Hall presented Tristan Watford, Student BOE member with a gift card and a graduation gift and thanked him for his service on the Board of Education. The student experience has been very positive. Reports and Presentations

Mr. Ryan reported on the following items:

- Summer Board of Ed retreat was discussed. Should we invite another District to join us? It was suggested that Doug Favalaro present Hot Topics in Education.

- Mr. Ryan is working on applying for a grant from Chobani that supports school to work opportunities related to farming. Funding would be \$15,000 to \$30,000.
- Fliers promoting the After School Care Program have been distributed to elementary student families. Promotion will continue over the summer with phone calls and postings to Facebook and the Website. For the program to be self-sufficient, it needs 20 students. Feedback from last year was positive.
- A picture of the groundbreaking ceremony for Phase 1 of the Capital Project was in the Tri-Town News. Construction will start on Monday. Lee Stepp, construction manager, can present to the BOE progress over the summer.
- The process for hiring a School Resource Officer will start next week by contacting the County Sheriff's office and the Village Police. An interview committee will be established for canvassing candidates.
- The summer custodial staff needs two more members. If the Board is in agreement, there are three high school students who are interested in these positions. The Board agreed to offer these jobs to these students.
- This Fall, the District would like to host a breakfast for Real Estate agents in the area. This would be an opportunity to show what B-G has to offer new families who might be considering moving to the area.
- The Jr High Survival Guide was shared with the Board. The 6th Graders are ready to move up to the Jr-Sr High School!
- Free breakfast and Lunch for next year was reviewed with the Board. This will be offered to elementary students. Free breakfast only to Grades 7-12. B-G does not qualify for a Free Breakfast grant because our percentage of Free and Reduced students is under 60%.

On a motion by Tina Ammon, seconded by Keith Hanvey, the Board of Education voted to approve the following financial reports:

Business Office

- Treasurer's Report for April and May
- The Internal Claims Auditors Reports dated 4-29-18, 5-12-18, 5-25-18 and 6-10-18
- The Student Activities Reports April and May
- The Financial Reports for April and May
- School Lunch Profit and Loss - May

Yes – 7, No – 0. Carried.

On a motion by Kay Striegler, seconded by Shelly Bartow, the Board of Education voted to accept the cash donation from Rosa's in the amount of \$522 for the After School Care Program. Yes – 7, No – 0. Carried.

On a motion by Tina Ammon, seconded by Keith Hanvey, the Board of Education voted to approve the amendment to the 2017-18 budget as presented. Yes – 7, No – 0. Carried.

On a motion by Keith Hanvey, seconded by Shelly Bartow, the Board of Education voted to approve the budget appropriation transfers as presented. Yes – 7, No – 0. Carried.

The Board discussed with the Business Manager and Superintendent the service concerns with the agent representative for Utica National. Due to the complexity of the Capital Project, the Board agreed to change carriers for the 2018-19 school year.

On a motion by Kay Striegler, seconded by Shelly Bartow, the Board of Education voted to approve switching insurance carriers from Utica National to NYSIR effective July 1, 2018. Yes – 7, No – 0. Carried.

On a motion by Rebecca Sullivan, seconded by Shelly Bartow, the Board of Education voted to accept the donation from the Town of Butternuts as presented. Yes – 7, No – 0. Carried.

On a motion by Tina Ammon, seconded by Kay Striegler, the Board of Education voted to approve following resolution regarding Change Orders:

Resolved, upon the recommendation of the Superintendent of Schools, that the following authorization levels for Capital Project Change orders be approved:

- Up to \$15,000 – Authorized by the Superintendent
- \$15,001 or higher – Authorized by the Board of Education

Yes – 7, No – 0. Carried.

On a motion by Kay Striegler, seconded by Tina Ammon, the Board of Education voted to approve Change Order SC-01 as presented. Yes – 7, No – 0. Carried.

On a motion by Kay Striegler, seconded by Rebecca Sullivan, the Board of Education voted to award the 2018-2019 Solid Waste Removal bid to Laing Trucking for the sum of \$10,500 as specified in the DCMO BOCES Cooperative Bid #2018-131. Yes – 6, No – 0. Carried. The company has agreed to make a better effort with managing the recycling on the campus.

On a motion by Kay Striegler, seconded by Shelly Bartow, the Board of Education voted to approve the appointment of Janice Rideout to review the contractor certified payrolls for Phase I as presented. Yes – 6, No – 0. Carried.

It was reported to a Board member by a parent that they were very happy that there is an FFA program at B-G!

Communications

On a motion by Rebecca Sullivan, seconded by Kay Striegler, the Board of Education voted to approve the following policies:

Old Business

- 7300 Student Organizations
- 7301 Extra Classroom Activity Procedure
- 7302 Sports and Athletic Program
 - 7302.1 Athletic Placement Process for Interscholastic Athletics
- 7303 Concussion Management
- 7400 Supervision of Students
- 7401 Field Trips
 - 7401.1 Field Trip Procedures and Responsibilities
- 7402 Student Publication
 - 7402.1 Student Publications
- 7403 Employment of Students
- 7404 International Travel and Exchange Program
- 7500 Education Records
 - 7500.1 Education Records
- 7502 Uniform Violent Incident Reporting
- 7600 Providing a Safe Public School Choice to Students Who Have Been Victim
- 8405 Skills and Achievement Commencement Credential

Yes – 7, No – 0. Carried.

Discussion continued regarding non-resident student tuition. Students who are currently enrolled as non-residents would not pay tuition and it was proposed that members of their family would be “grandfathered” also. If a student leaves the District, and then decides to return, they would be considered a new student and would be expected to pay tuition. The current contract will be amended to reflect these conditions and will be presented at the next meeting for approval.

Following the discussion regarding how the district contends with bullying in Grades 7-12, a Board member asked about how bullying is handled at the elementary level. Some of the strategies that are in place at Greenlawn were shared with the Board. It was suggested that the Elementary School Counselors present to the Board on this topic this Fall and that the School Counselor roles are explained to parents in the beginning of the school year.

New Business

Emily Hall left at 8:24 PM.

On a motion by Rebecca Sullivan, seconded by Shelly Bartow, the Board of Education voted to approve the following resolution:

Personnel

WHEREAS, the Board of Education and Timothy R Ryan, as Superintendent of Schools, are party to the "Superintendent's Contract" dated March 16, 2016 and extended by resolution of the Board of Education dated July 13, 2017; and

WHEREAS, the Board and the Superintendent desire to amend the Superintendent's Contract to reflect changes to the compensation and leave time and benefits afforded to the Superintendent.

NOW, THEREFORE, IT IS HEREBY RESOLVED that

- (1) Amendment #2 to the Employment Agreement between the Board of Education of the Bainbridge-Guilford Central School District and Timothy R. Ryan, Superintendent of Schools is hereby approved; and
- (2) The President of the Board of Education is authorized to execute Amendment #2 on behalf of the Board of Education; and
- (3) This resolution shall be effective immediately.

Yes – 6, No – 0. Carried.

On a motion by Rebecca Sullivan, seconded by Keith Hanvey, the Board of Education voted to approve the following resolution:

RESOLVED, that the Board of Education hereby approves the MOA between the District, Laureen Scott-Treacy, and the Bainbridge-Guilford Teachers' Association, approves payment thereunder, and authorizes the Superintendent to execute said agreement.

Yes – 6, No – 0. Carried.

On a motion by Kay Striegler, seconded by Tina Ammon, the Board of Education voted to accept the resignation of Laureen Scott-Treacy effective June 30, 2018.

Yes – 6, No – 0. Carried.

On a motion by Rebecca Sullivan, seconded by Keith Hanvey, the Board of Education voted to approve the following certified personnel recommendations:

- Request approval of the unpaid leave of absence for Lori Smith from September 1, 2018 to November 30, 2018.
- Request approval of the following appointments for the Summer Special Education program. Background checks are complete:
 - The appointment of Pam Filor to the position of Teacher. Hourly rate as per current contract.
 - The appointment of Theresa Davis to the position of Licensed Teaching Assistant at \$17.50 per hour and Substitute Teacher at hourly rate as per current contract.
 - The appointment of Kelly Cirigiliano as Substitute RN. Hourly rate as per current contract.
 - The appointment of Jennifer Sienko as Substitute Licensed Teaching Assistant at hourly rate for Sub LTA
- The Board has determined that the following position be established effective July 1, 2018: Special Education Tenure Area: Teacher (Greenlawn Building) - 1 Full Time Equivalent

- Request approval of the appointment of Kelly O'Rourke to the position of Kindergarten Teacher:
 - Name:** Kelly O'Rourke
 - Tenure Area:** Elementary
 - Commencement of Appointment:** 9/1/2018
 - Expiration of Appointment:** 6/30/2019
 - Certification:** PENDING Childhood Ed Gr1-6; Early Childhood Ed Birth-Gr2
 - Salary:** Step 1
 - Vice:** S. Scholpp (Leave of Absence 2018-19)

Yes-6, No-0. Carried.

On a motion by Kay Striegler, seconded by Rebecca Sullivan, the Board of Education voted to approve the following non-certified personnel recommendations

- Request approval of the following appointments for the Summer Special Education program. Background checks are complete:
 - The appointment of Tina Lutz to the position of Teacher Aide. Hourly rate as per current contract.
 - The appointment of Danica Capobianco to the position of LPN at \$22.50 per hour.
 - The appointment of Jennifer Sienko as Substitute Teachers Aide at hourly rate as per current contract.
- Request approval of the following resolution:
 - RESOLVED, that the newly negotiated agreement with the Director of Facilities II for the period July 7, 2018 to June 30, 2021 is hereby approved and funded.
- The appointment of James Rideout to the position of Director of Facilities II, FT, 12 Months, effective July 7, 2018. Starting Salary of \$62,000. Probationary period is 52 weeks. Background check is complete. Vice: Howard Thompson
- The appointment of Shaney Stevens, Jeffrey Gaias and Robert Shimer as Custodial Workers PT (Summer) for 8 weeks during the time period of July 2, 2018 through August 24, 2018 at a rate of \$10.40 per hour for 8 hours per day.
- The change in hours from 12-month to 10-month for Jamie Hatton, Custodial Worker effective July 1, 2018.
- The change in hours from 10-month to 12-month for Sonja Lindenthaler, Custodial Worker effective July 1, 2018.
- The appointment of Jennifer French to the position of Teacher Aide, FT, 10 months, 7.0 hrs/day, \$10.40/hr, effective September 1, 2018. Probationary period is 52 weeks. Vice: Christina Smith

Yes-6, No-0. Carried.

On a motion by Rebecca Sullivan, seconded by Shelly Bartow, the Board of Education voted to approve the following sports personnel recommendations:

- Fall Coaches as presented.

Yes-6, No-0. Carried.

The following Planning items were discussed:

Planning

Board Events

- June 23 – Graduation 6:30 PM in District Office
- July 12 – BOE Re-organizational Meeting
- Oct 25-27 – NYSSBA Annual Convention, NYC – **Registration opens 7/16**

School Events

- June 22– HS Awards Night – 6:30 PM
- June 23 – Graduation 7:00 PM

On a motion by Kay Striegler, seconded by Shelly Bartow, the Board of Education voted to adjourn 8:35 PM. Yes – 6, No – 0. Carried.

Adjournment

Respectfully Submitted,

Susan L. Weibel
 District Clerk
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