

**Bainbridge-Guilford Central School
Board of Education Meeting Minutes
January 21, 2016**

President Emily Hall called the November 19, 2015 meeting of the Board of Education to order at 6:30 PM in the Guilford School Cafeteria. Call to Order

Board members in attendance were Tina Ammon, Emily Hall, Keith Hanvey, Jeanne Shields. Rebecca Sullivan arrived at 6:38 PM. Board Members in Attendance

Administrators in attendance were Don Wheeler and Janice Rideout. Jenn Henderson discussed CSE recommendations. Administrator in Attendance

On a motion by Jeanne Shields, seconded by Charles Blincoe, the Board of Education voted to go into executive session at 6:33 PM to discuss CSE recommendations and the possible appointment of a particular person. Yes –5, No – 0. Carried. Executive Session

On a motion by Jeanne Shields, seconded by Keith Hanvey, the Board of Education voted to return to open session at 7:19 PM. Yes –6, No – 0. Carried. Open Session

On motion by Charles Blincoe, seconded by Jeanne Shields, the Board of Education voted to approve the evening’s revised agenda adding item “c”, Legal Counsel Workshop under New Business. Yes – 6, No – 0. Carried. Order of the Agenda Established & Approved

There were no visitor comments this evening. Guest Comments

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: 01/15/16
- CSE minutes of: 01/06/16; 01/19/16
- CPSE minutes of: 12/21/15, 1/20/16
- Subcommittee minutes of: 01/13/16
- 504 Minutes: 01/06/16; 01/07/16

On motion by Jeanne Shields, seconded by Rebecca Sullivan, the Board of Education reviewed and arranged for the appropriate special education placements. Yes – 6, No – 0. Carried.

Dr. Wheeler presented the video on creativity in education by Ken Robinson. He asked the Board to state their “why” for the B-G District and keep that priority when discussing programs in the budget process. Reports and Presentations

Dr. Wheeler presented President Hall with her NYSSBA Board Level II Certificate.

The building principals, William Zakrajsek, Jenn Henderson and Linda Maynard, reported on the programs and activities in their buildings.

Don Wheeler reported on the last meeting of the Facility Committee. After much discussion regarding the scope of the project , new administration and the tight timeframe for preparing for a public vote, it was decided to postpone voting until November 2016.

On a motion by Rebecca Sullivan, seconded by Jeanne Shields, the Board of Education voted to approve the following Financial reports:

Business Office

- Request approval of Treasurer’s Report for November and December
- Request approval of the Student Activities Report for November and December
- Request approval of the Internal Claims Auditors Report dated 11-27-15, 12-13-15, 12/26/15 and 1/10/16
- Request approval of the Financial Reports for November & December.
- Cafeteria Profit and Loss 2015-16
- Legal Report

Yes – 6, No – 0. Carried. (See Attachment #1-6)

The board received information regarding the RFP for Legal Services.

On a motion by Jeanne Shields, seconded by Charles Blincoe, the Board of Education voted to proceed with RFP for Legal Services. Yes - 6; No – 0. Carried.

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

BE IT HEREBY RESOLVED that the Board of Education of the Bainbridge-Guilford Central School District amend the 2015-16 School Lunch Fund budget increasing the Appropriated Fund Balance account by \$57,012 and increasing expenditure accounts C2860.450 Supplies by \$4,012 and C2860.200 Equipment by \$53,000.

Yes - 6, No - 0; Carried. (See Attachment #7)

On a motion by Charles Blincoe, seconded by Jeanne Shields, the Board of Education voted to approve the budget appropriation transfer as presented.

Yes - 6, No - 0; Carried. (See Attachment #8)

On a motion by Jeanne Shields, seconded by Charles Blincoe, the Board of Education voted to approve the following resolution:

BE IT HEREBY RESOLVED, that the Board of Education of the Bainbridge-Guilford Central School District authorize the appropriation of an amount not to exceed \$202,841.31 from the District EBALR Fund for the purpose of paying mid-year contractual retirement incentives. Be it further resolved, that the 2015-16 General Fund budget be amended accordingly in the same amount.

Yes - 6, No - 0; Carried. (See Attachment #8)

Attendance by Board members of the School Board Academy at DCMO BOCES was discussed. Dates for the academy are February 1, March 8 and May 11. Several Board members indicated they would be interested in attending.

Communications

A workshop regarding the School District Audit Committee was discussed. There is no interest at this time to attend.

President Emily Hall called for nominations for Vice President. Charles Blincoe was nominated by Jeanne Shields, but declined since he is an appointed member. Keith Hanvey nominated Jeanne Shields.

Old Business

On a motion by Keith Hanvey, seconded by Tina Ammon the Board of Education voted to elect Jeanne Shields to the position of Vice President.

Yes - 5, No – 0, Abstain (Shields). Carried.

On a motion by Rebecca Sullivan, seconded by Tina Ammon, the Board of Education voted to appoint Jeanne Shields to the position of NYSSBA Advocacy Liaison.

Yes - 5, No – 0, Abstain (Shields). Carried.

On a motion by Charles Blincoe, seconded by Rebecca Sullivan the Board of Education voted to approve the Superintendent Search Committees as presented. Yes - 6, No - 0; carried.

Discussion on Board Docs and the CSE Chairperson job description were tabled pending further information on these topics.

On a motion by Rebecca Sullivan, seconded by Charles Blincoe, the Board of Education voted to approve the plans for the Junior Prom as presented. Yes - 6, No - 0; carried.

On a motion by Rebecca Sullivan, seconded by Jeanne Shields, the Board of Education voted to approve the plans for the Senior Trip as presented. Yes - 6, No - 0; carried.

A welcome pamphlet for Board of Education meetings was discussed. A sample was provided and will be updated to reflect B-G information.

On a motion by Jeanne Shields, seconded by Rebecca Sullivan the Board of Education voted to accept the resignation of Julee Hartwell from the Board of Education. Yes - 6, No - 0; carried. Old Business

President Hall thanked Ms. Hartwell for her service to the district. It was further recommended that the seat be left vacant as Ms. Hartwell's term ends this year and will be on the May Ballot.

First reading of the following policies:

- BP 2160 –School Board Member Ethics (Gifts – from \$25 to \$75)
- NEW BP 5420 - Students carrying and self-administering meds.
- NEW BP 4321.12 - Use of Time Out Room

BOE members requested clarification on BP5420 specifically if there are any age restrictions.

New Business

Legal counsel will attend the February 4th BOE meeting and conduct a workshop for Board members. Topics were discussed.

The Board of Education requested a presentation on APPR at B-G.

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

- The appointment of Terri Waters to the position of School Psychologist. Her appointment reads as follows:
Name: Terri A. Waters
Tenure Area: School Psychologist
Commencement of Appointment: February 21, 2016
Expiration of Appointment: February 20, 2018
Certification Status: Permanent – School Psychologist
Salary: Base# 20 + Masters + 70 Credit hours.
Vice: Jessica Hussar
- The retroactive appointment of Melissa Moss as a long-term LTA substitute at an annual rate of \$18,000 for the time period of January 19, 2016 through approximately April 22, 2016. (Vice: Leave of Absence for Laura Dodd)
- Approval of the Spring Coaches as presented.

Yes – 6, No – 0. Carried.

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

- The appointment of JoAnn Winsor to the position of substitute Typist PT retroactive to January 13, 2016. Background check is complete.
- The appointment of Mary Kathy Ives to the position of substitute Typist PT retroactive to January 14, 2016. Background check is complete.
- The resignation of Teresa Burnett, Teacher Aide, effective January 31, 2016 to accept a Typist position.
- The appointment of Teresa Burnett to the position of Typist, full time, 12 months, approximately 8 hrs/day, at a rate of \$12.64/hr effective February 1, 2016. Probationary period is 52 weeks. Background check is complete. Vice: Terri Metzger
- The appointment of Mary Kathy Ives to the position of Typist, full time, 11 months, approximately 8 hrs/day, at a rate of \$11.72/hr, effective January 25, 2016. Probationary period is 52 weeks. Vice: Doris Bauer
- The unpaid medical leave of absence for William Hurtubise for the time period of January 22, 2016 (1/2 day) through the end of the school year.
- The appointment of Roger Ives as a temporary Bus Driver effective January 22, 2016 through June 22, 2016. (Vice: Unpaid medical leave of absence for William Hurtubise)
- Three days unpaid leave of absence for Kathi Black, February 17-19, 2016
- The appointment of Christina Baldwin to the position of Teacher Aide, full time, 10 months, at a rate of \$9.55/hr, effective February 1, 2016. Probationary period is 52 weeks. Vice: Teresa Burnett

Yes –6, No – 0. Carried

The following Planning items were discussed:

Planning

- Jan 25-27 – First Round of Superintendent Candidate interviews
- Feb 1 – School Board Academy
- Feb 1 – LINKS
- Feb 1 – Budget Information Committee – 6:30 – CANCELLED
- Feb 2 – Superintendent Committees Question Workshop
- Feb 4 – Workshop with Legal Counsel - NO regular BOE meeting.
- Feb 9-11 – Superintendent Candidate Finalist interviews @ 630 PM

School Functions

- Jan 23 – All County Music Festival, Sidney 4:00 PM
- Feb 12 – Greenlawn Winter Olympics
- Feb 13 – OM competition @ BOCES Trout Creek

A Board Retreat was discussed. Dr. Wheeler suggested that Mike Johnson lead the Board in a Leadership Training exercise similar to the training workshops he held with the Administrative Team. Dr. Wheeler will check on available dates.

It was reported that there will be an Active Shooter drill at Unatego Central School this coming weekend and there are several Heroin Awareness events scheduled for our area.

Miscellaneous

On a motion by Charles Blincoe, seconded by Tina Ammon, the Board of Education voted to go into executive session at 9:23 PM to discuss interview questions regarding the Superintendent search. Yes –6, No – 0. Carried.

Executive Session

On a motion by Tina Ammon, seconded by Charles Blincoe, the Board of Education voted to return to open session at 9:50 PM. Yes –6, No – 0. Carried.

Open Session

On a motion by Jeanne Shields, seconded by Charles Blincoe, the Board of Education voted to adjourn at 9:51 PM. Yes – 6, No – 0. Carried.

Adjournment

Respectfully Submitted,

Susan L. Weibel
District Clerk

BOE Meeting Minutes – January 21, 2016