

**Bainbridge-Guilford Central School  
Board of Education Meeting Minutes  
March 1, 2018**

President Emily Hall called the March 1, 2018, meeting of the Board of Education to order at 6:37 PM in the Guilford Elementary School Cafeteria. Call to Order

Board members in attendance were Tina Ammon, Emily Hall, Keith Hanvey, Jeanne Shields, Gary Smith and Kay Striegler. Rebecca Sullivan arrived at 6:46 PM. Board Members in Attendance

Administrators in attendance were Tim Ryan, William Zakrajsek, Jenn Henderson, Linda Maynard and Scott Graham. Administrators in Attendance

On a motion by Kay Striegler, seconded by Tina Ammon, the Board of Education voted to go into executive session at 6:37 PM to discuss CSE recommendations, potential discipline of a particular person, the potential appointment of a particular person and an unpaid leave request. Yes –6, No – 0. Carried. Executive Session

On a motion by Gary Smith, seconded by Keith Hanvey, the Board of Education voted to return to open session at 7:03 PM. Yes –7, No – 0. Carried. Open Session

On a motion by Kay Striegler, seconded by Tina Ammon, the Board of Education voted to approve the evening’s revised agenda. Yes – 7, No – 0. Carried. Order of the Agenda  
Established & Approved

No CSE Recommendations this evening. CSE  
Recommendations

No community comments this evening.

Mike Shusda from Fiscal Advisors presented information on the Tax Cap scenario choices for the District for 2018-19. The cap percentage needs to be reported to State Ed by midnight. Reports and  
Presentations

Alyssa Hardy presented the Art Curriculum offered at the Jr-Sr High School.

Rebecca Sullivan left at 7:59 PM.

Administrators Linda Maynard, Bill Zakrajsek, Jenn Henderson and Scott Graham reported on activities in their buildings during the past month. These included: celebrating reading in the month of March, Family Fun Night activities planned for March 8, safety drills in all buildings, changes in pick-up after school at the Elementary buildings, Safety Forum debriefing, curriculum planning, sports updates and celebrations.

Mr. Ryan reported on the following items:

- Safety Forum – The forum night was well attended and positive emails from community have been coming in. A list will be tabulated for review. Questions from the audience that evening will be posted with answers to the website. The feasibility and cost associated with Metal Detectors and SRO’s was discussed at length. Interaction with students to build trusting relationships at an early age is imperative. Identifying students at an early age who might need mental health supports was discussed.

- Capital Project Update – We are waiting for a firm estimate on the Guilford Bus Garage. A meeting is scheduled for next week. State Ed seems to be moving on these requests and bidding can start soon. A start date of June 25 is still planned.
- Health Insurance Meetings – Meetings were held for all staff and most seem receptive to the change. The \$250 emergency room fee has been a concern. Brown and Brown have done a great job with the presentations and answering questions about the proposed plan. An agreement from all groups to switch is the next step. It would be most desirable to switch plans at the end of June this year.
- Guilford School Street culvert and Little League Field – A new culvert will be installed on school street this summer. The town of Guilford and Jason Fleming have volunteered to get the Little League Field ready for the Youth Baseball season.

On a motion by Gary Smith, seconded by Tina Ammon, the Board of Education voted to approve the following propositions for Legal Notice:

Business Office

Propositions for the  
May 15 Ballot

Liability Reserve

**BE IT RESOLVED**, by the Board of Education of the Bainbridge-Guilford Central School District that the following proposition providing for the transfer of excess Liability Reserve Funds to the General Fund to be presented to the voters of the School District at the 2018 annual budget vote and election:

**Proposition No. 1 - Liability Reserve Fund Proposition**

RESOLVED, that the Board of Education of the Bainbridge-Guilford Central School District shall be authorized to transfer an amount not to exceed \$172,000 in excess funds currently in the Liability Reserve Fund to the General Fund to be applied to the budgetary appropriations for the 2018-2019 school year.

Property Loss Reserve

**BE IT RESOLVED**, by the Board of Education of the Bainbridge-Guilford Central School District that the following proposition providing for the transfer of excess Property Loss Reserve Funds to the General Fund to be presented to the voters of the School District at the 2018 annual budget vote and election:

**Proposition No. 2 - Property Loss Reserve Fund Proposition**

RESOLVED, that the Board of Education of the Bainbridge-Guilford Central School District shall be authorized to transfer an amount not to exceed \$133,000 in excess funds currently in the Property Loss Reserve Fund to the General Fund to be applied to the budgetary appropriations for the 2018-2019 school year.

Vehicle Reserve

**2018 Transportation Vehicle Capital Reserve Fund Proposition**

**BE IT RESOLVED**, by the Board of Education of the Bainbridge-Guilford Central School District that the following proposition providing for the establishment and funding of a capital reserve fund be presented to the voters of the School District at the 2018 annual budget vote and election:

**Proposition No. 3 - 2018 Transportation Vehicle Capital Reserve Fund Proposition**

RESOLVED, that the Board of Education of the Bainbridge-Guilford Central School District is hereby authorized to establish a Transportation Vehicle Capital Reserve Fund pursuant to Section 3651 of the Education Law (to be known as the "2016 Transportation Vehicle Capital Reserve Fund"), with the purpose of such fund being to finance the purchase of school buses, vehicles and equipment, such capital costs being of a type that would be eligible for financing under the local finance law, and in order to accomplish the same, the Board is hereby authorized to establish the ultimate amount of such Reserve Fund to be \$3,000,000 inclusive of accrued interest and other investment earnings, with a probable term of ten (10) years. The Board of Education is hereby authorized to pay funds from the available fund balance, state aid reimbursement to the School District on account of capital projects, such other monies as the voters may direct, and/or other legally available funds of the School District to such Reserve Fund in an amount determined by the Board of Education up to the maximum authorized amount.

Bus Leasing

**WHEREAS**, the Board of Education has reviewed the various financial options for the replacement of school buses; and **WHEREAS**, such options were to purchase said buses with a cash purchase, the purchase of such buses and the issuance of bonds or bond anticipation notes to pay for such buses, or the lease of such buses; and

**WHEREAS**, following such review, the Board of Education has determined that it is most advantageous, at this time, to obtain such buses through a five (5) year lease and has made such determination based upon the projected annual cost during the term of the lease, the minimization of maintenance costs by having newer buses, and the long term plan for replacement of such vehicles; and

**NOW, THEREFORE, BE IT RESOLVED** in order to effectuate such leasing, the following proposition shall be voted upon at the 2018 annual meeting, and the Legal Notice for such annual meeting shall include notice that the following proposition shall be voted on during such meeting:

**Proposition No. 4 - Bus Lease Proposition**

RESOLVED that the Board of Education of the Bainbridge-Guilford Central School District be, and hereby is authorized to enter into a five (5) year lease for one (1) propane 65 passenger school bus and one (1) gasoline 30 passenger school bus at a maximum estimated total annual cost not to exceed \$30,000 for each of the five (5) years, beginning in the 2018-2019 school year.

Yes – 6, No – 0. Carried.

On a motion by Gary Smith, seconded by Jeanne Shields, the Board of Education voted to approve the IPA Budget for the 2018-19 school year. Yes – 6, No – 0. Carried. (See attachment #1)

On a motion by Kay Striegler, seconded by Gary Smith, the Board of Education voted to approve the tax cap of 4.23% for the 2018-19 school year. Yes – 6, No – 0. Carried. (See attachment #2)

President Hall reported that she had a phone call from a parent concerned about State test preparation at Greenlawn. The parent was directed to contact the principal with her concerns.

Communications

A comment was made regarding the banner at the top of the Blue and White newsletter. It looks GREAT! Thanks to BOCES for suggesting the change and to Mr. Ryan and Sue Weibel for tweaking their proposed design.

On a motion by Tina Ammon, seconded by Kay Striegler, the Board of Education voted to approve the Memorandum of Agreement to the position of Future Farms of America Advisor. Yes – 6, No – 0. Carried. (See attachment #3)

Old Business

On a motion by Kay Striegler, seconded by Keith Hanvey, the Board of Education voted to approve the budget amendment for FFA Program. Yes – 6, No – 0. Carried. (See attachment #4)

First Read of the following audited policies:

New Business

- 7000 School Census
- 7001 Admission to School
- 7002 Education of Homeless Children
- 7002.1 Procedures for Achieving Education of Homeless Children
- 7003 Determination of Student Residency
- 7003.1 Principles and Procedures for Determining Student Residency
- 7003.2 Student Affidavit of Emancipation
- 7003.3 Parent Affidavit
- 7004 Admission of Non-Resident Students
- 7005 Student Dismissal
- 7006 Student Attendance
- 7100 Student Health Examinations
- 7101 Immunization and Dental Health of Students
- 7102 Student Medications
- 7102.1 Parent and Prescriber's Authorization for Administration of Medication in School
- 7102.2 Parent/Guardian Authorization for Another Adult for Administration of Medication
- 7102.3 Self-Medication Permission Form
- 7102.4 Rescue Inhaler Self-Medication Authorization Form
- 7102.5 Epinephrine Auto Injector Self-Medication Authorization Form
- 7102.6 Glucagon and Insulin Self-Medication Authorization Form
- 7200 Reporting Possible Child Abuse or Maltreatment
- 7201 Child Abuse in an Educational Setting
- 7201.1 Notice of Parental Rights Child Abuse in and Educational Setting
- 7201.2 Notification of Teacher's Duty to Report Child Abuse in an Educational Setting and Immunity from Liability
- 7201.3 Child Abuse in an Educational Setting Statement of Personal Delivery
- 7201.4 Child Abuse in and Educational Setting Confidential Report of Allegation

The Board discussed adjusting the non-residency policy to include tuition. Students who are currently non-residents would be grandfathered and follow the current contract.

On a motion by Jeanne Shields, seconded by Gary Smith, the Board of Education voted to approve the Legal Notice of Budget Hearing and Vote. Yes – 6, No – 0. Carried. (See attachment #5)

Documents for the DCMO BOCES Sample Resolution for BOCES Board Member and Q&A Document were presented to the Board.

On a motion by Kay Striegler, seconded by Jeanne Shields, the Board of Education voted to approve the following certified personnel recommendations:

Personnel

- The appointment of Jessica Leo to the position of Substitute Teacher effective March 1, 2018. Background check is complete.
- The appointment of Phil Curley to the position of B-G Driver Ed Instructor at a rate of \$25/hour effective June 25, 2018 through July 27, 2018.
- The resignation of Joshua Smith from the position of Middle School Spanish Teacher effective March 25, 2018.

Yes-6, No-0. Carried.

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

- The appointment of Jessica Leo to the position of Teacher Aide PT (Sub) effective March 1, 2018. Background check is complete.
- The resignation of Joshua Smith from the position of After School Care Program Director effective March 25, 2018.
- The resignation of Christina Smith from the position of Teacher Aide effective March 25, 2018.
- The resignation of Rebecca Binelli from the position of Student Monitor (Assistant Director - After School Care Program effective 3/25/2018.
- The appointment of Rebecca Binelli to the position of Director of the After School Care Program; Approximately 2.5 hrs/day; \$20/hr; Effective April 3, 2018. Vice: Joshua Smith
- The unpaid leave of absence request for Jamie Hatton from March 5, 2018 to April 1, 2018.

Yes-6, No-0. Carried.

The following Planning items were discussed:

Planning

**Board Events**

- Mar 1 – Finance Committee Meeting @ 5:45 - 6:00 PM
- Mar 1 – Policy Committee Meeting @ 6:00 PM
- Mar 15 – CASSC/CCSBA meeting. NOTE: Same Night as our BOE meeting. RSVP by Mar 2.
- Mar 16 – Superintendent Coffee @ HS 8:00 AM
- Mar 20 – Utica National Safety Seminar and School Safety Excellence Award (8:30 AM -1:00 PM at Binghamton Double Tree)
- April 13 – Workers Compensation Self-Insurance Alliance Meeting
- April 19 – CASSC SUNY Dinner Meeting- RSVP by April 5
- April 26 – Annual CCSBA Dinner Meeting
- Board Seat Terms ending in June – Ammon, Hanvey, Sullivan

**School Events**

- Mar 3 & 4 - Drama Club Performance
- Mar 7 – 8<sup>th</sup> Grade Parent Night
- Mar 8 – Family Fun Night @ Greenlawn
- Mar 16 – Superintendent Coffee @ HS 8:00 AM
- Mar 21 – Music in Our Schools (Senior Groups) – 7 PM

It was reported to the Board that after tomorrow, there are two snow days remaining for the school year.

On a motion by Kay Striegler, seconded by Jeanne Shields, the Board of Education voted to go into executive session at 9:49 PM to discuss negotiations with the BGTA and a Superintendent Hearing regarding a particular person. Yes –6, No – 0. Carried.

Executive Session

On a motion by Kay Striegler, seconded by Gary Smith, the Board of Education voted to return to open session at 10:49 PM. Yes –6, No – 0. Carried.

Open Session

On a motion by Gary Smith, seconded by Jeanne Shields, the Board of Education voted to adjourn 10:49 PM. Yes – 6, No – 0. Carried.

Adjournment

Respectfully Submitted,

Susan L. Weibel  
District Clerk