

**Bainbridge-Guilford Central School  
Board of Education Meeting Minutes  
June 2, 2022**

President Keith Hanvey called the June 2, 2022, meeting of the Board of Education to order at 6:04 PM in the District Conference Room.

Call to Order

Board members in attendance were Keith Hanvey, Shelly Bartow, Tim Suda, Rebecca Sullivan, Jeanne Shields, and Gordon Daniels. John Gliha participated via ZOOM.

Board Members in Attendance

The administrators in attendance were Tim Ryan, William Zakrajsek, Greg Winn, Jennifer Henderson, and Business Manager Janice Rideout. Linda Maynard was excused.

Administrators in Attendance

On a motion by Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education voted to go into executive session at 6:04 PM to discuss the employment history of individuals known to the Board of Education, the Superintendent Evaluation and CSE recommendations. Yes-7 No-0. Carried.

Executive Session

On a motion by Jeanne Shields, seconded by Shelly Bartow, the Board of Education voted to go back to open session at 7:05 PM. Yes-7, No-0. Carried.

Open Session

President Keith Hanvey administered the Oath of Office to BOE member John Gliha who was elected to fill the remaining year of a three-year term board seat.

Oath Of Office - Gliha

On a motion by Rebecca Sullivan, seconded by Shelly Bartow, the Board of Education voted to approve the evening's revised agenda. Yes-7, No-0. Carried.

Order of the Agenda  
Established & Approved

The principals reported on events and student activities in their buildings which included the end of the year field trips, state testing, discipline reports, technology plans, academic awards, Memorial Day celebrations, and Safety and Security protocols.

Reports and  
Presentations

Mr. Ryan reported on the following items:

- Introduction of Kelly Grigoli who will be appointed as the new District Secretary starting June 21, 2022 and District Clerk starting July 1, 2022. Welcome Kelly!
- COVID case testing is changing once again. No tests will be required for unvaccinated people after July 1, 2022. COVID cases have declined recently.
- Repair to Juliand Street started this week. Hopefully it will be finished on June 22 prior to graduation.
- The representative from Insero met with the Finance Committee to review the audit engagement letter for last school year.
- Voter turnout was not very high again this year, yet people turn out for elementary concert events in high numbers. Can we tap into those people by scheduling an event the same day as the budget vote?
- The Threat Assessment Team is meeting aggressively in the aftermath of the recent shootings in the country. More training for staff is being discussed and our current plans are being reviewed.
- The participation by the Marching Band and student presenters in the Memorial Day Parade ceremonies was fantastic.
- Approximately 135 students are signed up for Summer School in all three buildings. Bussing will be available this year and routes are being worked out prior to the start of the program on July 5. The sessions will be half-days, Monday through Thursday for the month of July.
- Superintendents in DCMO BOCES will be meeting on Monday to discuss Regional Growth Initiatives to ascertain if BOCES can provide additional Professional Development.
- Congratulations to Student BOE member Abby Wombacker for receiving the Akshar Allstar recognition. Abby spoke about YES Leads and the presentations they have provided for younger students. She also congratulated Ethan Gregory on his Scholar Recognition Award.

Student Owen Fleming thanked the Board for their support of the Trap Shooting Team. He had several thank-you notes and spoke to the Board about the team's plans for the coming school year.

Guest Comments

Parent Danielle Umbra spoke about her son's B-G learning experience and his struggle in this school setting.

John Gliha left at 7:48 PM.

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:

CSE Recommendations

- CSE minutes of: 03/17/22, 03/22/22, 03/23/22, 03/25/22, 03/30/22, 03/31/22, 04/01/22, 04/25/22, 05/02/22, 05/10/22, 5/19/22
- CPSE minutes of:
- Subcommittee minutes of CSE: 03/17/22, 03/22/22, 03/23/22, 03/24/22, 03/25/22, 03/28/22, 03/30/22, 03/31/22, 05/05/22, 05/16/22
- 504 Minutes: 03/22/22, 03/23/22, 03/25/22, 03/31/22

On a motion by Shelly Bartow, seconded by Tim Suda, the Board of Education reviewed and arranged for the appropriate special education placements. Yes-6, No-0. Carried.

On a motion by Rebecca Sullivan, seconded by Gordon Daniels, the Board of Education voted to approve the following certified personnel:

Personnel

- The appointment of Aletha T. Cannistra to the position of Substitute Teacher effective 5/6/22. Background check is complete.
- The appointment of Jillian Cannistra to the position of Substitute Teacher effective 5/17/22. Background check is complete.
- The appointment of Eva Jones to the position of Substitute Teacher effective 5/18/22. Background check is complete.
- The appointment of Ryan Porter to the position of Substitute Teacher effective 5/26/22. Background check is complete.
- The appointment of Pam Filor as the mentor for Greg Milunich from January 1 to June 24, 2022.

Yes-6, No-0. Carried.

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

- The appointment of Jacqueline M. Barnard to the position of Registered Nurse PT (Sub) effective 5/6/22. Background check is complete.
- The appointment of Maral Burke to the position of Bus Driver PT (Sub) effective 5/16/22. Background check is complete.
- The appointment of Eva Jones to the position of Teacher Aide PT (Sub) effective 5/18/22. Background check is complete.
- The appointment of Cole Clendening to the position of Custodial Worker PT (Sub) effective 5/26/22. Background check is complete.
- The appointment of Lianne Sprague to the position of Bus Driver PT (Sub) effective 7/1/22. Background check is complete.
- The appointment of Kelly Grigoli to the position of Secretary to the Superintendent effective June 21, 2022 with a probationary period of 52 weeks at a salary of \$38,000.00 for the time period of June 21, 2022 through June 30, 2023. Background check is complete.
- The appointment of Kelly Grigoli to the position of District Clerk effective July 1, 2022.

Yes6, No-0. Carried.

Congratulations Kelly – welcome aboard!

On a motion by Gordon Daniels, seconded by Rebecca Sullivan, the Board of Education voted to approve the following business office items:

Business Office

- Financial Reports: Student Activities, Revenue Status, Appropriation Status, Cumulative Summary of Budget Amendments, Treasurer's Report, Monthly Revenue, Expenditure and Cash Flow Charts, and the School Lunch Fund Profit & Loss Statement for April 2022.
- The Internal Claims Auditors Reports dated April 29, 2022, and May 13, 2022.

- The adoption of the following resolution to extend the financial year for the purpose of potentially funding reserves  
RESOLVED, that the Board of Education of the Bainbridge-Guilford Central School District hereby authorizes the funding of the District approved reserves with excess unassigned fund balance at June 30, 2022. The allocation of such fund balance will be determined subsequent to June 30, 2022, and prior to setting the tax levy

- The acceptance of the Audit Engagement Letter for the 2021-22 audit
- The adoption of the attached resolution approving Construction Management Services Pre-Referendum Agreement with LeChase Construction Service, LLC in connection with the 2022 Capital Improvement Project

WHEREAS, the Board of Education of the Bainbridge-Guilford Central School District (the "Board of Education") has determined that it is in the best interest of the Bainbridge-Guilford Central School District (the "School District") to retain a construction manager to: collaborate with the project architect; provide construction planning; prepare and update as needed a project schedule; assist with bid solicitation and analysis; coordinate the activities of multiple contractors to meet the milestone dates set forth in the project schedule and in compliance with the Contract Documents; provide cost estimating and accounting services; provide project status reports; and provide related professional services ("Construction Management Services") in connection with its 2022 Capital Improvement Project (the "Project"); and

WHEREAS, the Board of Education has determined that it is in the best interest of the District to continue its professional relationship with LeChase Construction Services, LLC ("LeChase") for the purposes of providing Construction Management Services for the Project; and

WHEREAS, the Board of Education authorizes the President of the Board, the Superintendent of Schools, and the School District's legal counsel, Ferrara Fiorenza, PC, to negotiate one or more contracts with LeChase for Construction Management Services in connection with the Project for Board of Education review and approval.

WHEREAS, the School District's legal counsel, Ferrara Fiorenza, PC and LeChase have jointly prepared a contract and related documents for Pre-Referendum Phase Construction Management Services for the Project (the "Pre-Referendum Contract") which has been submitted to the Board of Education for consideration.

NOW, THEREFORE, be it resolved as follows:

1. The Board of Education approves the retention of LeChase to provide Construction Management Services and proceed with the Project in accordance with the terms and conditions of the Pre-Referendum Contract.
2. The Board of Education hereby authorizes the President of the Board or the Superintendent of Schools to enter into the approved Pre-Referendum Contract with LeChase on behalf of the Board of Education and take all steps necessary or convenient to proceed under the Pre-Referendum Contract in connection with the Project.
3. Upon Board of Education approval, this Resolution shall take effect immediately.

- The adoption of the attached resolution approving Architect/Engineering Services with King+King or the 2022-23 \$100K Capital Outlay project

WHEREAS, the Board of Education of the Bainbridge-Guilford Central School District (the "Board of Education") has determined that it is in the best interest of the School District to retain an architect/engineer to provide architectural, engineering, project management, and related professional services ("Architectural Services") in connection with its 2022-23 Capital Outlay Project (the "Project"); and

WHEREAS, the Board of Education has determined that it is in the best interest of the School District to continue its professional relationship with King + King Architects, LLP ("King + King") for the purposes of providing Architectural Services for the Project; and

WHEREAS, the School District's legal counsel, Ferrara Fiorenza, PC and King + King have jointly prepared a contract for Architectural Services for the Project (the "Contract") a copy of which has been shared with the Board;

NOW, THEREFORE, be it resolved as follows:

1. The Board of Education approves the retention of King + King to provide Architectural Services and proceed with the Project in accordance with the terms and conditions of the Contract.
2. The Board of Education hereby authorizes the President of the Board, the Superintendent of Schools, or their designee to enter into the Contract on behalf of the Board of Education and take all actions necessary or convenient to proceed under the Contract in connection with the Project.
3. Upon Board of Education approval, this resolution shall take effect immediately.

- The request to award the Solid Waste Removal Contract to Waste Recovery Enterprises for the sum of \$14,000 as specified in the DCMO BOCES Cooperative Bid #2022-012.
- The approval of Non-Resident Tuition Agreement between the Bainbridge-Guilford Central School District and Unatego Central School District for a particular student.
- The adoption of the following Bond Resolution authorizing the issuance of bonds not to exceed \$261,000 to pay the cost of the purchase of two (2) school buses (Attachment #1).
- The approval of the following budget appropriation transfer:  
FROM: A1620.200-05-0600 Equipment - \$60,000  
A1620.400-05-0614 Contracts Services - \$31,245  
TO: A9950.900-05-5000 Transfer to Capital - \$91,245

Yes-6, No-0. Carried

Second read of policy #1005 Code of Conduct updates. This policy update will be on the next agenda for approval.

Old Business

On a motion by Gordon Daniels, seconded by Rebecca Sullivan, the Board of Education voted to approve the following:

New Business

- The Budget Vote Results from May 17, 2022  
Total Votes: 297; Budget-Yes – 220; Budget-No- 76; Proposition Busses – Yes-227; No – 67  
BOE Members: Bartow (192), Akshar (185), Gliha (180), Umbra (165), Write In: Suda (52)
- To destroy the ballots from the May 18, 2021, budget vote.
- The MOA with the BGSSA (Comp Time) as presented.
- The MOA with the BGSSA (OT) as presented.
- The MOA with the Asst Director of Facilities and Mechanic as presented.
- The Superintendent to sign the Transportation Supervisor contract.
- The NYSSBA Area 4 Director Letter and request.

Yes-6, No-0. Carried

The following planning events were discussed:

Planning

**Board Events**

- June 2 @ 5:30 PM Finance Committee – District Conference Room
- June 2 @ 6 PM - BOE meeting – District Conference Room
- June 16 @ 6 PM - BOE meeting – Guilford Elementary School
- June 17 @ 5 PM – Retirement Dinner, Perry Dewey
- June 25 @ 7:00 PM Graduation

**School Events**

- June 8 @ 6:30 PM – Sr HS Recognition and Awards Concert
- June 10 @ 8:30 AM – Jr HS Awards
- June 13 @ 6:00 PM – Athletic Awards
- June 14 – Moving Up Day High School
- June 17 – Greenlawn Summer Olympics
- June 23 @ 1:00 PM First Grade Graduation
- June 24 @ 9:00 AM 6<sup>th</sup> Grade Graduation & Moving Up Day at Greenlawn
- June 24 @ 6:30 PM SR HS Awards

On a motion by Shelly Bartow, seconded by Rebecca Sullivan the Board of Education voted to go into executive session at 8:08 PM to discuss the Superintendent Evaluation. Yes-6, No-0. Carried

Executive Session

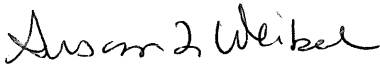
On a motion by Shelly Bartow, seconded by Gordon Daniels the Board of Education voted to go into open session at 9:42 PM. Yes-6, No-0. Carried.

Open Session

On a motion by Jeanne Shields, seconded by Shelly Bartow the Board of Education voted to adjourn at 9:43 PM. Yes-7, No-0. Carried

Adjournment

Respectfully Submitted,



Susan L. Weibel  
District Clerk

## Attachment #1

### BOND RESOLUTION

At a regular meeting of the Board of Education of Bainbridge-Guilford Central School District, Chenango, County, New York, held at the District Conference Room, Jr-Sr High School, in Bainbridge, New York, in said School District, on the 2nd day of June, 2022, at 6:30 o'clock P.M., Prevailing Time.

The meeting was called to order by Keith Hanvey, Board President, and upon roll being called, the following were

PRESENT:

Keith Hanvey  
Gordon Daniels  
Shelly Bartow  
Jeanne Shields  
Rebecca Sullivan  
Tim Suda

ABSENT:

John Gliha

The following resolution was offered by Gordon Daniels, who moved its adoption, seconded by Rebecca Sullivan, to-wit:

BOND RESOLUTION DATED JUNE 2, 2022.

A RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$261,000 BONDS OF BAINBRIDGE-GUILFORD CENTRAL SCHOOL DISTRICT, BROOME, CHENANGO, DELAWARE AND OTSEGO COUNTIES, NEW YORK, TO PAY THE COST OF THE PURCHASE OF TWO 65 PASSENGER SCHOOL BUSES, INCLUDING INCIDENTAL EQUIPMENT AND EXPENSES AT A MAXIMUM ESTIMATED COST OF \$261,000, FOR SAID SCHOOL DISTRICT.

WHEREAS, the capital project hereinafter described, as proposed, has been determined to be a Type II Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, which regulations state that Type II Actions will not have any significant adverse impact on the environment; and

WHEREAS, at the Annual District Meeting of the qualified voters of Bainbridge-Guilford Central School District, Broome, Chenango, Delaware and Otsego Counties, New York (the "School District"), held on May 17, 2022, a proposition was duly adopted authorizing the Board of Education of said School District to undertake the purchase of two 65 passenger school buses, including incidental equipment and expenses in connection therewith (the "Proposition"), at a maximum estimated cost of \$261,000, such proposition providing for the levy of a tax therefor to be collected in installments, with up to \$261,000 obligations of said School District to be issued in anticipation thereof; and

WHEREAS, it is now desired to provide for the authorization of such purpose and for the financing thereof; NOW, THEREFORE, BE IT

RESOLVED, by the affirmative vote of not less than two-thirds of the total voting strength of the Board of Education of Bainbridge-Guilford Central School District, Broome, Chenango, Delaware and Otsego Counties, New York, as follows:

Section 1. The purchase of two 65 passenger school buses, including incidental equipment and expenses at a maximum estimated cost of \$261,000, in and for the Bainbridge-Guilford Central School District, Broome, Chenango, Delaware and Otsego Counties, New York, is hereby authorized.

Section 2. The plan for the financing of the aforesaid maximum estimated cost shall be by the issuance of not to exceed \$261,000 bonds of said School District hereby authorized to be issued therefor, pursuant to the provisions of the Local Finance Law.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is five (5) years, pursuant to subdivision 29 of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. The faith and credit of said Bainbridge-Guilford Central School District, Broome, Chenango, Delaware and Otsego Counties, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. There shall annually  
BOE Meeting Minutes – June 2, 2022



be levied on all the taxable real property of said School District, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said President of the Board of Education, consistent with the provisions of the Local Finance Law.

Section 6. All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the President of the Board of Education, the chief fiscal officer of such School District. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the President of the Board of Education shall determine consistent with the provisions of the Local Finance Law.

Section 7. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or
- 2) The provisions of law which should be complied with as of the date of publication of this resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 8. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 9. This resolution, which takes effect immediately, shall be published in summary form in the official newspaper of said School District for such purpose, together with a notice of the School District Clerk substantially in the form provided in Section 81.00 of the Local Finance Law.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Keith Hanvey	VOTING Yes
Gordon Daniels	VOTING Yes
Shelly Bartow	VOTING Yes
Jeanne Shields	VOTING Yes
Rebecca Sullivan	VOTING Yes
Tim Suda	VOTING Yes

The resolution was thereupon declared duly adopted.