

**Bainbridge-Guilford Central School
Board of Education Meeting Minutes
June 15, 2017**

President Emily Hall called the June 15, 2017 meeting of the Board of Education to order at 6:28 PM in the District Conference Room. Call to Order

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

Administrators in attendance were Tim Ryan and Jennifer Henderson. Administrators in Attendance

On a motion by Kay Striegler, seconded by Tina Ammon, the Board of Education voted to go into executive session at 6:29 PM to discuss CSE recommendations, negotiations and the employment history of 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 7:35 PM. Yes –6, No – 0. Carried. Open Session

On a motion by Gary Smith, seconded by Keith Hanvey, the Board of Education voted to approve the evening’s revised agenda adding an item to Reports and Presentations. Yes –6, No – 0. Carried. Order of the Agenda Established & Approved

One guest read a letter to the Board of Education regarding the employment of a particular person. 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: None
- CSE minutes of: 4/17/17, 4/19/17, 4/20/17, 5/4/17, 5/31/17
- CPSE minutes of: 6/5/17
- Subcommittee minutes of: 4/17/17, 5/1/17, 5/17/17, 5/24/17
- 504 Minutes: 6/5/17

On a motion by Kay Striegler, seconded by Gary Smith, the Board of Education reviewed and arranged for the appropriate special education placements. Yes – 6, No – 0. Carried.

Mr. Tim Ryan, Superintendent, reported on the following items: Reports and Presentations

- Two students in the Elementary schools were recommended for retention next school year.
- Regents Results are in for US History and Government, Algebra I and English. B-G has a 100 % passing rate in these exams!
- Janice Rideout found documents regarding timber sales on Searles Hill property in 1996. We are still researching the best way to harvest the timber and welcome Board input on the use of the profit from the sale.
- Graphs were distributed showing the number of teachers that have 21 or more years of teaching experience. Forty-Two percent of teachers at B-G fall into this category which is the highest percentage in the DCMO BOCES region.

- Capital project meeting this week was held to discuss the timeline for the Phases of the project. Projected target dates were distributed to Board members. Providing the submission date is on schedule, the project is scheduled to start in March 2018 and be completed by August 2020.
- School lunch prices will increase by \$0.05 this coming school year. There has not been an increase in four years and B-G is still lower when compared to neighboring districts.
- The two-drop-off forms for bussing in 2017-18 have been sent home with students. A substantial number have been returned. No complaints have been reported regarding the new policy.
- This week, key staff representatives met to discuss health insurance options possibly starting in the 2018-19 school year. The current provider has substantial cost increases in the past two years.

Tina Ammon reported on the LINKS committee meeting on June 5th. Goal setting and planning for the coming school year were discussed at length. Topics included: the proposed reading series, professional development, technology, LAP plan goals, and the results of the academic audit.

On a motion by Gary Smith, seconded by Keith Hanvey, the Board of Education voted to accept the following financial reports:

Business Office

- Treasurer’s Report for April and May
- Internal Claims Auditors Report dated 4/28/17, 5/14/17, and 5/28/17
- Student Activities Report for April and May
- Financial Reports for April and May

Yes-6, No-0. Carried. (See Attachment #1-3)

Questions about funds associated with scholarships were discussed.

On a motion by Gary Smith, seconded by Kay Striegler, the Board of Education voted to approve the School Lunch Profit and Loss report for April.

Yes-6, No-0. Carried. (See Attachment #4)

On a motion by Kay Striegler, seconded by Jeanne Shields, the Board of Education voted to award the Bus Lease Bid to Leonard Bus Sales. Carried. Yes-6, No-0.

Carried. (See Attachment #5)

On a motion by Gary Smith, seconded by Keith Hanvey, the Board of Education voted to approve the transportation contracts with DCMO BOCES. Yes-6, No-0. Carried.

(See Attachment #6)

On a motion by Kay Stiegler, seconded by Gary Smith, the Board of Education voted to approve the following resolutions:

- RESOLVED, that the Board of Education of the Bainbridge-Guilford Central School District hereby authorizes the establishment of a **Workers’ Compensation Reserve**. The purpose of this reserve is to pay for compensation benefits and other expenses authorized by Article 2 of the Workers’ Compensation Law, and for the payment of expenses of administering this self-insurance program. The reserve will be funded by excess fund balance or by budgetary appropriations.
- RESOLVED, that the Board of Education of the Bainbridge-Guilford Central School District hereby authorizes the establishment of a **Retirement Contribution Reserve**. The purpose of this reserve is to finance retirement contributions. This reserve must be accounted for separate and apart from all other funds. The reserve will be funded by excess fund balance or budgetary appropriations up to an equivalent of 5 years of Employee Retirement expense.
- RESOLVED, that the Board of Education of the Bainbridge-Guilford Central School District hereby authorizes the funding of the District approved reserves with the excess of 4% from unassigned fund balance at June 30, 2017. The allocation of such fund balance will be determined subsequent to June 30, 2017 and prior to setting the tax levy.

Workers Compensation Reserve

Retirement Contribution Reserve

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

On a motion by Kay Stiegler, seconded by Gary Smith, the Board of Education voted to approve the following resolution:

RESOLVED, that the Board of Education of the Bainbridge-Guilford Central School District hereby authorizes the transfer of \$300,000 from the Unemployment Reserve to the newly established Retirement Contribution Reserve.

Yes-6, No-0. Carried.

On a motion by Kay Stiegler, seconded by Gary Smith, the Board of Education voted to award the 2017-18 Solid Waste Removal bid to Laing Truckng for the sum of \$10,850 as specified in the DCMO BOCES Cooperative Bid #2017-125.

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

Mr. Ryan stressed the renewed interest in recycling and this was discussed with this firm at length to assure that we can proceed with this plan.

Communications that were shared with the Board included a Thank-you note from the Prom committee and a phone call from a resident regarding the roadwork on Greelawn Ave. This work is NOT part of the District Capital Project!

On a motion by Tina Ammon seconded by Gary Smith, the Board of Education voted to approve the open meeting minutes of June 1, 2017. Yes-6 No-0. Carried.

Old Business

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

- 1002 Community Use of School Facilities
- 1004 Use of Buses by Community Groups
- 1005 School Volunteers
- 1301 Public Information Program
- 1302 Relations with Community and Business Organizations
- 1303 Relations with Parent Organizations
- 1304 Relations with Booster Organizations
- 1500 Public Complaints
- 1600 Media Relations

Yes-6 No-0. Carried.

On a motion by Kay Striegler seconded by Gary Smith, the Board of Education voted to approve the revised Instructional Calendar for 2017-18. Yes-6, No-0. Carried.

On a motion by Kay Striegler, seconded by Gary Smith, the Board of Education voted to approve the following resolution:

The Superintendent having presented to the Board the newly negotiated agreement with the Administrators' Union and the Board having reviewed the agreement: RESOLVED, that the newly negotiated agreement with the Administrators' union for the July 1, 2017 to June 30, 2021 is hereby approved and funded.

Yes-6, No-0. Carried

New Business

On a motion by Kay Striegler, seconded by Gary Smith, the Board of Education voted to approve the following resolution:

The Superintendent having presented to the Board the newly negotiated agreement with the Managerial and Confidential Instructional Support Group and the Board having reviewed the agreement: RESOLVED, that the newly negotiated agreement with the Managerial and Confidential Instructional Support Group for the July 1, 2017 to June 30, 2020 is hereby approved and funded.

Yes-6, No-0. Carried

On a motion by Tina Ammon, seconded by Keith Hanvey, the Board of Education voted to approve MOA's between the District and the BGTA, BGSSA, Howard Thompson and Greg Warren as presented. Yes-6, No-0. Carried. (See attachment #9)

On a motion by Kay Striegler, seconded by Keith Hanvey, the Board of Education voted to approve the Superintendent to carry over five vacation days from the 2016-17 school year as per the contract. Yes-6, No-0. Carried. (See attachment #10)

First read of policy #4303 Fund Balance and Reserve Funds.

On a motion by Tina Ammon, seconded by Jeanne Shields, the Board of Education voted to approve the 2017-18 Lunch Prices as presented. Yes-6, No-0. Carried. (See attachment #11)

On a motion by Kay Striegler, seconded by Gary Smith, the Board of Education voted to approve the following termination of services with Mary Imogene Bassett Hospital:

- School Physician and Student Physicals services effective July 31, 2017
- Occupational health services effective August 31, 2017.

Yes-6, No-0. Carried.

On a motion by Jeanne Shields, seconded by Kay Striegler, the Board of Education voted to approve to accept the contract for Health Services with Lourdes Hospital effective July 1, 2017. Yes-6, No-0. Carried. (See attachment #12)

Personnel

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

- The resignation of Deborah Purdy, Special Education Teacher, effective August 31, 2017.
- The resignation of Samantha LaTourette, LTA, effective June 23, 2017.
- The resignation of Greg Warren, Physical Education Teacher, effective June 25, 2017.
- The appointment of William Stevens to the position of Special Education Teacher from 7/10/2017 to 8/18/2017 (Summer).
- The appointment of Pam Filor to the position of Special Education Teacher from 7/10/2017 to 8/18/2017 (Summer).
- The appointment of Barb Ryan to the position of Licensed Teacher Assistant from 7/10/2017 to 8/18/2017 (Summer).
- The appointment of Caitlyn DiBrango to the position of Substitute Special Education Teacher and LTA from 7/10/2017 to 8/18/17 (Summer).
- The appointment of Lorraine Keckeisen to the position of Substitute Special Education Teacher and LTA (Summer) from 7/10/2017 to 8/18/2017.

Yes-6, No-0. Carried.

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

- The appointment of Ronald Palmatier to the temporary position of Custodial Worker effective July 1, 2017 at a rate of \$12.00 per hour plus 2nd shift premium. Probationary period is 52 weeks. Background check is complete. Vice: Debra Cummings vacation use prior to retirement.
- The permanent appointment of Ronald Palmatier to the position of Custodial Worker effective July 16, 2017. Rate and probationary period continue from temporary appointment. Vice: Debra Cummings
- The appointment of Melissa Morlano-Johnson to the position of Teacher Aide effective 9/1/2017 at a rate of \$10.08 per hour. Probationary period through 11/28/2017. Background check is complete. (Vice: K. Black)
- The appointment of Ryan Jones to the position of Substitute Custodial Worker PT retroactive to June 9, 2017. Background check is complete.
- The resignation of Kenneth Starr, Transportation Supervisor, effective June 30, 2017.
- The creation of a Head Bus Driver position.
- The appointment of Danica Capobianco to the position of Registered Professional Nurse PT (Summer) from 7/10/2017 to 8/18/2017 @ a rate of \$22.90/hr.
- The appointment of Lorraine Keckeisen to the position of Teacher Aide PT (Summer) from 7/10/2017 to 8/18/2017 at a rate of \$9.93/hr.
- The appointment of Caitlyn DiBrango to the position of Substitute Teacher Aide PT (Summer) from 7/10/2017 to 8/18/17.

- The appointments of Kristina Pratt, Faye Parsons and Rebecca Binelli to the positions of Food Service Helper PT (Summer), 6 hours per day at a rate of \$12.00 per hour for the time period of 6/26/2017 through 8/4/2017 for the summer feeding program.
- The appointment of Francesca Covello to Food Service Helper PT (Summer-Sub) at a rate of \$12.00 per hour to sub for the summer feeding program if necessary.
- The appointment of Rebecca Binelli to the position of Food Service Helper PT (Summer), 4 hours per day at a rate of \$12.00 for the time period of 8/7/2017 through 8/18/2017 to accommodate meals for the Summer Special Education program that extends beyond the regular Summer Feeding Program.
- The appointments of Ryan Jones, Shaney Stevens, Jeffrey Gaias, Tina Lutz and Lorraine Page to the positions of Custodial Worker PT (Summer) at a rate of \$9.70 per hour for the time period of 6/26/2017 through 9/1/2017.

Yes –6, No – 0. Carried.

On a motion by Gary Smith, seconded by Keith Hanvey, the Board of Education voted to approve the following sports personnel recommendations:

- Revised Fall Coaching: William Zakrajsek from Football Modified Step 7 to Modified A Step 7 and Daren Terpstra from Football Modified Step 1 to Modified A Step 1

Yes –6, No – 0. Carried.

The following Planning items were discussed:

Board Events

June 24 – Graduation 6:30 PM in District Office

July 13 – BOE Re-organizational Meeting

Oct 12-14 – NYSSBA Annual Convention, Lake Placid – Registration opens 6/15

School Events

June 16 – Greenlawn Summer Olympics

June 19-20 – 5th Grade Campout

June 22 – Greenlawn Moving Up Day & Grade 6 Graduation 9:00 AM

June 23 – HS Awards Night – 6:30 PM

June 24 – Graduation 7:00 PM

Planning

The following items were discussed: the amount of time CSE Chairperson and Elementary Principals were mentored this past year; an additional performance possibly at graduation to showcase the new band uniforms; a possible Board Retreat in August; and praise for the Junior Honor Society helpers at the Guilford Play Day.

Miscellaneous

On a motion by Kay Striegler, seconded by Gary Smith, the Board of Education voted to go into executive session to discuss negotiations and the employment history of a particular person at 8:49 PM. Yes –6, No – 0. Carried.

Executive Session

On a motion by Gary Smith, seconded by Kay Striegler, the Board of Education voted to go into open at 10:35 PM. Yes –6, No – 0. Carried.

Open Session

On a motion by Kay Striegler, seconded by Jeanne Shields, the Board of Education voted to adjourn 10:35 PM. Yes –6, No – 0. Carried.

Adjournment

Respectfully Submitted,

Susan L. Weibel
District Clerk