

**Bainbridge-Guilford Central School
Board of Education Meeting Minutes
August 1, 2019**

President Keith Hanvey called the August 1, 2019, meeting of the Board of Education to order at 6:33 PM in the District Conference Room. Call to Order

Board members in attendance were Shelly Bartow, Keith Hanvey, Jeanne Shields, Tim Suda and Rebecca Sullivan. Tina Ammon and Emily Hall were excused 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 Shelly Bartow, seconded by Jeanne Shields, the Board of Education voted to go into executive session at 6:41 PM to discuss the employment history of a two particular persons and a current litigation matter. Yes-5, No-0. Carried. Executive Session

On a motion by Shelly Bartow, seconded by Jeanne Shields, the Board of Education voted to return to open session at 7:22 PM. Yes-5, No-0. Carried. Open Session

On motion by Rebecca Sullivan, seconded by Shelly Bartow, the Board of Education voted to approve the evening's revised agenda. Yes-5, No-0. Carried. Order of the Agenda Established & Approved

Buildings Principals from the Jr-Sr High School and the Elementary buildings reported on the events in their buildings including professional development for the new school year, Capital Project progress, student scheduling, the new visitor management system, regents ranking within in the DCMO BOCES and the implementation plan for Smart Bond funding. Reports and Presentations

Mr. Ryan reported on the following items:

- Capital Project update. Overall the project is a little bit behind schedule. Asbestos abatement in the elementary buildings is complete. Abatement in the fitness center area is starting in the high school this week. Any community questions should be directed to him.
- New Staff Orientation will be held on August 20th and 21st. The schedule for new staff was shared with the BOE.
- The After School Program and School Lunch outstanding balances are being addressed by phone calls to parents requesting payment arrangements. Small claims court may be needed for some lunch balances.
- The BOE retreat date and possible speaker was discussed with the BOE. NYSSBA can provide a custom retreat for \$1800 (no BOCES aid) or Jason Andrews, Superintendent in Windsor provides leadership training for \$2000 (BOCES aid is available) or we look for another possibility.
- Opening day for all staff will be September 4th. Brooks chicken will be available for lunch. BOE members are invited to participate. BOE president, Keith Hanvey, will be available to address staff on that day.
- An update on the wind farm in Guilford was discussed with the BOE. The superintendent in the Lowville district was contacted for information. They have a wind farm in that district and have received a percentage of the funding that the town receives. If the project is approved, the Guilford area is expecting 10 windmills.

- Negotiations with the Sidney School district regarding the Solar Farm on the Amphenol property was discussed with the BOE.
- The BOE was invited to view the construction of the fitness center in the Jr-Sr High School.
- The BOE is supplied with weekly reports on the capital project. They contain some interesting information.

Personnel

On a motion by Shelly Bartow, seconded by Jeanne Shields, the Board of Education voted to approve the following Certified Personnel recommendations:

- The appointment of Karl Gee to the position of Technology (STEM) Teacher:
 - Name:** Karl Gee
 - Tenure Area:** Technology
 - Commencement of Appointment:** 9/1/2019
 - Expiration of Appointment:** 6/30/2022
 - Certificate:** Permanent – Technology
 - Salary:** Base 23+Masters+36 Credit Hours
 - Vice:** B. Foster (as related to the retirement of J. Mosher)
- The resignation of Lindsay McCandless, English Teacher, effective August 31, 2019.
- The appointment of Jill Cole to the position of Substitute LTA effective September 5, 2019. Background check is complete.
- The appointment of Nicholas Mayo and Jennine Brewer as CPI Trainers.
- The appointment of Charles Lanfear to the position of Department Chair (2019-20) Vice: V. Anderson
- Mentors:
 - J. Aumman – K. Mayo
 - K. Gee – A. Madugno
 - C. (Davis) Jenkins – Alyssa Hardy
 - M. Henry – Dawn Christophersen
 - K. Palmer – A. Waymire
 - V. Ziegler – C. Lanfear

Yes-5, No-0. Carried.

On a motion by Rebecca Sullivan, seconded by Shelly Bartow, the Board of Education voted to approve the following Non-Certified Personnel recommendations:

- The change in appointment from provisional to permanent for Stacey Golden as Payroll Clerk effective August 2, 2019
- The appointment of Rachel Decker to the position of LPN, full time, 8 hrs/day, \$18/hr, effective August 5-16, 2019. Background check is complete. Vice: New
- The appointment of Rachel Decker to the position of LPN, full time, 10 Months + Summer, 8 hrs/day, \$18/hr, probationary period through 8/4/2020, effective September 1, 2019. Background check is complete. Vice: New – Summer Special Ed Program
- The appointment of Derek Butts to the position of Bus Driver, full time, 10 Months, \$27.40/hr, probationary period 52 weeks, effective September 1, 2019. Background check is complete.
- Vice: Lori Shafer
- The appointment of Christina Spencer to the position of Bus Driver, full time, 10 Months, \$27.40/hr, probationary period 52 weeks, effective September 1, 2019. Background check is complete. Vice: M. Wilcox
- The appointment of Lori Shafer to the position of Bus Driver PT (SUB) effective September 1, 2019. Background check is complete.
- The resignation of Rebecca Binelli from the position of School Monitor (ASCP) effective 8/31/19.
- The appointment of Rebecca Binelli to the position of Director of the After School Care Program at a rate of \$18/hr effective 9/1/2019.
- The resignation of Rosa Grigoli, Substitute Food Service Worker, effective August 31, 2019.
- The appointment of Rosa Grigoli to the position of Food Service Worker, PT, 10 Months, approximately 3.75 hrs/day, \$11.10/hr. Effective September 1, 2019. Probationary period through 52 weeks. Background check is complete. Vice: Shaney Stevens
- The resignation of Doris F. Parsons, Cook Manager, effective September 1, 2019.

Yes-5, No-0. Carried.

Mr. Ryan reported on an email that he received from community member regarding the Blue & White Newsletter. He has responded to this individual regarding their comments.

Communications

Business Manager, Janice Rideout, updated the Board on the GMM Jennison Tax Certiorari settlement and payments.

Business Office

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

To amend the 2018-2019 budget increasing A511 Appropriated Reserves by \$1,853.88 and increasing expenditure account A9050.800-05-4700 Unemployment Insurance expenditure in the same amount.

Yes-5, No-0. Carried. (See Attachment #1).

On a motion by Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education voted to approve the budget appropriation transfers as presented. Yes – 5, No – 0. Carried. (See Attachment #2) All transfers are related to the last fiscal year and are within the budget proposed for that time period.

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

Recommend the adoption of the resolution establishing a Retirement Contribution Reserve Sub-Fund for TRS contributions and the funding of such reserve sub-fund in the amount of \$115,000.

Yes-7, No-0. Carried. (Attachment #3)

On a motion by Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education approved the following funding authorizations:

- Facilities Improvement Capital Reserve (A878) in an amount of \$885,000
- Employee Benefit Accrued Liability Reserve (A830) in an amount of \$400,000
- Retirement Contribution – ERS Sub-fund (A20190) in an amount of \$93,225
- Transportation Vehicle Capital Reserve (A20179) in an amount of \$300,000

Yes-5, No-0. Carried. (Attachment #4)

On a motion by Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education approved the acceptance of a \$100 donation from the Class of 2010 for a tree in memory of Louis Whitehead. Yes-5, No-0. Carried.

Mr. Ryan discussed with the BOE the possibility of funding free lunch for elementary students this school year. The BOE is in favor of pursuing this proposal. Mr. Ryan will contact the Food Service Manager and make an automated announcement call to parents.

Old Business

The BOE had a “first read” of the following audited BOE policies:

New Business

- 4304 Accounting of Fixed Assets, Inventory and Tracking
- 4305 Sale of Surplus Property
- 4306 Insurance
- 4400 Audit Committee
- 4401 Annual Audit
- 4500 General Procurement Standards
- 4501 Competitive Bidding
- 4502 Non-Bid Purchasing
- 4502.1 Request for Quotation
- 4600 Petty Cash
- 4601 Expense Reimbursement (Employees)
- 4700 Use of District Credit Card
- 4701 Use of District Cell Phones

The following Planning items were discussed:

Board Events

- Aug 1 – Policy Committee meeting @ 6:00 PM
- Aug 1 and 22 – BOE Meetings District Conference Room

School Events

- LINKS August 6 & 7

On a motion by Jeanne Shields, seconded by Rebecca Sullivan, the Board of Education voted to go into executive session at 8:51 PM to discuss the collective negotiations of a particular contract. Yes-5, No-0. Carried.

Executive
Session

On a motion by Jeanne Shields, seconded by Shelly Bartow, the Board of Education voted to return to open session at 9:18 PM. Yes-5, No-0. Carried.

Open Session

On a motion by Shelly Bartow, seconded by Tim Suda, the Board of Education voted to adjourn 9:19 PM. Yes – 5, No – 0. Carried.

Adjournment

Respectfully Submitted,

Susan L. Weibel
District Clerk

Planning