

Bainbridge-Guilford Central School
Board of Education Meeting Minutes
August 27, 2020

President Keith Hanvey called the August 27, 2020 meeting of the Board of Education to order at 6:31 PM in the District Office Conference Room.

Call to Order

Board member in attendance was Keith Hanvey. Tina Ammon, Tim Suda, Shelly Bartow, Rebecca Sullivan, Emily Hall and Jeanne Shields were participating via a ZOOM link. The meeting was recorded and the public was provided access to view this meeting without attending in person due to the current COVID-19 pandemic.

Board Members in Attendance

The administrator in attendance was Superintendent Tim Ryan and Business Manager Janice Rideout.

Administrators in Attendance

On a motion by Rebecca Sullivan, seconded by Shelly Bartow, the Board of Education voted to go into executive session at 6:32 PM to discuss the employment history of a particular person and to discuss the employment of particular persons. Yes-7, No-0. Carried.

Executive Session

On a motion by Rebecca Sullivan, seconded by Jeanne Shields, the Board of Education voted to return to open session at 7:13 PM. Yes-7, No-0. Carried.

Open Session

On motion by Tim Suda, seconded by Rebecca Sullivan, the Board of Education voted to approve the evening's revised agenda as presented. Yes-7, No-0. Carried.

Order of the Agenda
Established & Approved

Mr. Ryan reported on the following items:

- The capital project is proceeding on schedule and should be finished by the end of October. All contractors will move to second shift when staff and students are back in the buildings. Finishing and trim work are the focus at this time.
- This week, three maple trees in front of the High School were removed. They were showing signs of disease. They will be replaced with some type of flowering tree.
- We received a nice thank-you from the Guilford Fire Department. They were very grateful that they could store their trucks in the Guilford Bus Garage while they had some repair work completed at the fire house.
- The Summer Feeding program was a huge success this year delivering meals to about 330 children each week. It would be great to continue this program next year.
- The parent re-opening meetings went very well with many questions being answered. Approximately 221 people participated in the three meetings. Most of the concerns centered on mask wearing. There will be another question and answer session on September 2 from 6 to 7 PM.
- There will be four Staff Days prior to students returning to campus. Each day there will be an informative presentation focusing on Mental Health and Safety. Tech trainings and Building Faculty meetings are scheduled along with time to work in the rooms. Students who chose the virtual option will receive their Chromebooks from 2-5 PM on September 8. Students in Hybrid Group A will come in on September 10 and Group B will come in on September 11. They will receive their chrome books at that time and participate in classes. The hybrid schedule begins on September 14. We are very excited about students returning to a bit of normalcy!
- The financial news from State Ed is not good. If the aid reduction doesn't change, B-G is looking at a cut of 2.4 million dollars this school year. Superintendents in our BOCES district are meeting on Monday to discuss possible options.

Reports and
Presentations

- The BOE retreat will be on September 1 at 6 PM. A discussion of the book, How NOT to be a Terrible School Board Member, will be the focus of the evening. BOE members will bring their own dinner meal. Mr. Ryan will provide dessert and bottled water.
- Some fall sports that are considered low risk (Soccer, Golf and Cheerleading) will be starting on September 21. These sports will be allowed to compete regionally and will be allowed limited spectators. The high risk sports (Volleyball and Football) will be allowed to practice if social distancing can be maintained but will not compete at this time.
- The Health and Safety Committee met to discuss the re-opening plan and to clarify any questions that the committee might have. There was discussion on the possible shortage of supplies, sports, outdoor education, mask breaks and what that would look like.
- Erin Morris, legal counsel, provided an explanation on the FMLA policy that was presented at the last meeting. It is recommended that this policy be rescinded since there is a law in place that will take precedence in these cases.

On a motion by Tina Ammon, seconded by Shelly Bartow, the Board of Education voted to approve the following:

Certified Personnel

- The resignation of JoAnna Matthews as a Substitute Teacher effective August 18, 2020.
- Request approval for the unpaid leave of absence for Jennifer White for the remainder of the 2020-21 school year following her use of the Families First Coronavirus Response Act (FFCRA) Leave for 10 weeks as requested. Yes-7, No-0. Carried.

Yes-7, No-0. Carried.

On a motion by Tim Suda, seconded by Emily Hall, the Board of Education voted to approve the following:

Non-Certified Personnel

- The appointment of Melissa Baker to the position of Typist PT (sub) effective August 28, 2020. Background check is complete.
- The appointment of Melissa Baker to the position of Teacher Aide PT (sub) effective August 28, 2020. Background check is complete.
- The resignation of JoAnna Matthews as Teacher Aide PT (sub) effective August 18, 2020.
- The resignation of Clayton Santic from the position of Teacher Aide effective September 1, 2020.
- The appointment of Bobbi Jo Mason to the position of Teacher Aide, full time, 10 Months, \$11.80/hr, 7 hrs/day, probationary period 52 weeks, effective September 1, 2020. Background check is complete. Vice: R. Beardslee
- Request approval of the unpaid leave of absence request for Tiffani Hurd for the 2020-21 school year or until leave is no longer needed by the employee.
- The appointment of Mary Drachler and Ellen Bosworth as Election Inspectors for the 2020-21 school year.

Yes-7, No-0. Carried

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

Sports Personnel

- The appointment of Tracy Kutz to the position of Varsity Volleyball Coach.
- The appointment of Leslie Cuzzo to the position of JV Volleyball Coach.

Yes-7, No-0. Carried.

On a motion by Shelly Bartow, seconded by Tina Ammon, the Board of Education voted to approve the following Business Office items:

Business Office

- Treasurer's Report for June 2020
- Student Activities Report for June 2020.
- Financial Reports for June 2020.

- Auditors Report dated 6-19-20, 7-1-20 and 7-26-20.
- The School Lunch Profit & Loss for June 2020 Request approval of the Internal Claims
- The Acceptance of Grant Funds as presented.
- The budget amendment related to grant funds received

Yes-7, No-0. Carried

On a motion by Shelly Bartow, seconded by Tina Ammon, the Board of Education voted to approve the following resolution:

Resolved that the Bainbridge-Guilford Central School District adopts the Retention and Disposition Schedule for New York Local Government Records (LGS-1) issued pursuant to Article 57-A of the Arts and Cultural Affairs Law to govern the legal minimum retention period for the Bainbridge-Guilford Central School records and the disposition of those records following the expiration of the applicable minimum retention period, provided that only those records that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond the applicable minimum retention period shall be disposed of.

WHEREAS, on August 1, 2020 the New York Archives Division of the State Education Department released a Retention and Disposition Schedule for New York Local Government Records ("LGS-1") pursuant to Article 57-A of the New York Arts and Cultural Affairs Law, containing legal minimum retention periods for local government, including school district, records, which will replace the existing schedule for retention of school district records effective January 1, 2021; and

WHEREAS, the Bainbridge Guilford Central School District (the "District") must adopt LGS-1 prior to January 1, 2021 in order to properly and manage and destroy its records when legally appropriate; and

WHEREAS, the District has begun to convert its "hard copy" records into digitally formatted records for more efficient cataloging, storage, retrieval, destruction, and general management of its records.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT

1. The LGS-1 will supersede and replace Schedule ED-1, previously issued by the State Archives for school districts, BOCES, and other educational governments;
2. LGS-1 is hereby adopted for use by all District officers and employees in legally disposing of valueless records listed therein; Those records described in the Retention and Disposition Schedule for New York Local Government Records (LGS-1) will be disposed of only if (a) the minimum retention period for such record as specified in the LGS-1 is met; and (b) the records do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods;
3. Upon conversion of a record to a true digital copy of the record, the digital record shall become the official record for purposes of storage and retention in accordance with the law, and all such records which have been so converted shall be considered digitally created records for purposes of retention; and it is further
4. All digitally created records shall be maintained in their native digital format for the legally prescribed retention period of the record as original records; all digital records shall be maintained in accordance with the guidelines set forth in the Regulations of the Commissioner of Education Part 185.8; and copies of records in other formats, including paper, shall be deemed convenience copies and disposed of when no longer needed for reference or other administrative purposes; and. Be it further
5. This resolution shall take effect immediately.

Yes-7, No-0. Carried

On a motion by Jeanne Shields, seconded by Shelly Bartow, the Board of Education voted to rescind the BOE policy regarding Leaves of Absence for COVID-19 Qualifying Reasons per legal counsel. Yes-7, No-0. Carried

Old Business

On a motion by Tina Ammon, seconded by Jeanne Shields, the Board of Education voted to approve the MOA for the BGTA regarding School Counselors and Social Workers in the 2020-21 school year. Yes-7, No-0. Carried

New Business

First read of Board policy regarding Student Registration and Pre-Registration to Vote.

The following planning items were discussed:

Board Events

September 1 – BOE Retreat – HS Library 6-8PM
October – NYSSBA Convention – Virtual

School Events

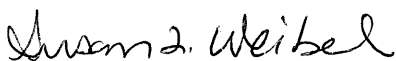
September 2 & 3, 8 & 9 – Staff Development Days
September 10 & 11 – First days of School for Students

Planning

On a motion by Shelly Bartow, seconded by Tina Ammon, the Board of Education voted to adjourn at 8:00 PM. Yes –7, No – 0. Carried.

Adjournment

Respectfully Submitted,



Susan L. Weibel, District Clerk

BOE Meeting Minutes – August 27, 2020