

**Bainbridge-Guilford Central School  
Board of Education Meeting Minutes  
September 3, 2015**

President Emily Hall called the September 3, 2015 meeting of the Board of Education to order at 6:33 PM in the Guilford School Cafeteria. Call to Order

Board members in attendance were Tina Ammon, Emily Hall, Julee Hartwell, Keith Hanvey, Jeanne Shields and Rebecca Sullivan. Patrick McElligott was excused. Board Members in Attendance

Administrator in attendance was Don Wheeler and Janice Rideout. Administrator in Attendance

On a motion by Jeanne Shields, seconded by Tina Ammon, the Board of Education voted to go into executive session at 6:34 PM to discuss the employment history of a particular person. Yes – 6, No – 0. Carried. Executive Session

On a motion by Julee Hartwell, seconded by Rebecca Sullivan, the Board of Education voted to return to open session at 6:45 PM. Yes –6, No – 0. Carried. Open Session

On motion by Rebecca Sullivan, seconded by Julee Hartwell, the Board of Education voted to approve the evening’s revised agenda. Yes – 6, No – 0. Carried. Order of the Agenda Established & Approved

Guilford Staff invited the Board to tour the new Imaginative Play Room. 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: 08/31/15
- CSE minutes of: None
- CPSE minutes of: None
- Subcommittee minutes of: None
- 504 Minutes: None

On motion by Jeanne Shields, seconded by Rebecca Sullivan, the Board of Education reviewed and arranged for the appropriate special education placements. Yes – 6, No – 0. Carried.

While projection equipment was being set up, the Board toured the Imaginative Play Room. Reports and Presentations

Judy Hinman, Vickie Ives and Adrienne Seliga presented the Kindergarten through Third Grade Benchmark Assessment revisions for this school year.

Erin Degan and Nanci Miller presented the goals of the LINKS Team and the professional development plans for the coming year. The LINKS team thanked the District for their support and allowing time for them to get together.

Coach Jim Mosher and Coach Israel Lorimer presented the Varsity Football Program for B-G.

Howard Thompson summarized the last Capital Project Committee meeting.

Prioritizing and packaging scope items that benefit the most students is the focus at this time. Dr. Wheeler will be meeting with Fiscal Advisors and Architects from SWBR next week to discuss financing the project.

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

Business Office

BE IT RESOLVED, that the Bainbridge-Guilford CSD, Local Code 70808, hereby establishes the following as standard work days and will report days worked to the New York State and Local Employees' Retirement System based on submitted by these members to the clerk of this body.

Yes – 6, No – 0. Carried. (See attachment #1)

On a motion by Jeanne Shields, seconded by Tina Ammon, the Board of Education voted to the resolution to approve the funding of Capital Reserve A878 in the amount of \$919,566. Yes – 6, No – 0. Carried. (See attachment #2)

On a motion by Jeanne Shields, seconded by Julee Hartwell, the Board of Education voted that effective June 30, 2015 the Board hereby authorizes the funding of Capital Reserve A878 in the amount of \$580,434. Yes – 6, No – 0. Carried. (See attachment #3)

On a motion by Julee Hartwell, seconded by Rebecca Sullivan, the Board of Education voted to amend the 2015-16 budget by increasing the Appropriated Fund Balance account by \$472,000 and increasing expenditure account A9732.6 BAN Principal by \$472,000. Yes – 6, No – 0. Carried (See attachment #4)

On a motion by Julee Hartwell, seconded by Jeanne Shields, the Board of Education voted to award the Bid for Food Service equipment as presented. Yes – 6, No – 0. Carried. (See attachment #5)

Excess Food Service monies will be used for these purchases. State regulations prohibit the using excess funds for food or personnel.

On a motion by Jeanne Shields, seconded by Tina Ammon, the Board of Education voted to approve cash donations as presented. Yes – 6, No – 0. Carried (See attachment #6)

On a motion by Jeanne Shields, seconded by Rebecca Sullivan, the Board of Education voted to approve the Audit Engagement letter with Piaker and Lyons Certified Public Accountants for audit of the fiscal year ended June 30, 2015. Yes – 6, No – 0. Carried. (See attachment #7)

Jeanne Shields left at 8:15 PM.

On a motion by Rebecca Sullivan, seconded by Julee Hartwell, the Board of Education voted to approve the open meeting minutes the open meeting minutes of August 6, 2015 and August 27, 2015 and the special meeting minutes of August 18 and 31, 2015. Yes – 5, No – 0. Carried.

Old Business

Jeanne Shields Returned at 8:18 PM.

The Board discussed having a student on the Board of Education. This decision requires voter approval and will be discussed again in February prior to the formalization of the Legal Notice of Budget Hearing and Vote.

On a motion by Tina Ammon, seconded by Keith Hanvey, the Board of Education voted to approve Policy BP5720 and AR 5720.1 regarding Advanced Athletic Placement. Yes – 6, No – 0. Carried.

On a motion by Julee Hartwell, seconded by Rebecca Sullivan, the Board of Education voted to approve the NYSSBA Superintendent Evaluation method for evaluating the Superintendent. Yes – 6, No – 0. Carried.

On a motion by Jeanne Shields, seconded by Julee Hartwell, the Board of Education voted to approve the purchase of pens for Open House. Yes – 6, No – 0. Carried.

Dr. Wheeler presented the Superintendent Update which included the goals of the Leadership team. This four year plan focusses on developing people and programs.

New Business

The background check on Scott Graham is complete.

Personnel

On a motion by Julee Hartwell, seconded by Rebecca Sullivan, the Board of Education voted to approve the appointment of Jacquelyn Knoll-Carr to the position of Substitute Teacher. Background check is complete. Yes – 6, No – 0. Carried.

On a motion by Jeanne Shields, seconded by Rebecca Sullivan, the Board of Education voted to approve the appointment of Cheryl Hetsko-Mason to the position of LTA. Her appointment reads as follows:

**Name:** Cheryl Hetsko-Mason  
**Position:** Licensed Teacher Assistant  
**Date of Commencement of Appointment:** September 8, 2015  
**Salary:** \$20,000  
**Vice:** Scott Hornung

Yes – 5, No – 0. Abstain – 1 (Hartwell) Carried.

On a motion by Jeanne Shields, seconded by Rebecca Sullivan, the Board of Education voted to approve the appointment of Tami Wescott to the position of LTA. Her appointment reads as follows:

**Name:** Tami L. Wescott  
**Position:** Licensed Teacher Assistant  
**Date of Commencement of Appointment:** September 8, 2015  
**Salary:** \$20,000  
**Vice:** New

Yes – 5, No – 0. Abstain – 1 (Hartwell) Carried.

The background check on Jo Ann Winsor is complete.

On a motion by Julee Hartwell, seconded by Rebecca Sullivan, the Board of Education voted to approve the appointment of Nancy Peck to the position of Typist, FT, 11 Months, 8 hrs/day, \$13.16/hr, effective 9/8/2015. Probationary period 52 weeks. Background check is complete. Vice: Terri Metzger. Yes – 6, No – 0. Carried.

On a motion by Rebecca Sullivan, seconded by Jeanne Shields, the Board of Education voted to accept the resignation of Nancy Peck from Teacher Aide to accept a Typist position. Yes – 6, No – 0. Carried.

On a motion by Julee Hartwell , seconded by Rebecca Sullivan, the Board of Education voted to approve the appointment of Jennifer Sienko to the position of Teacher Aide, FT, 10 Months, \$9.55/hr, effective 9/8/2015. Yes – 6, No – 0. Carried.

On a motion by Julee Hartwell , seconded by Rebecca Sullivan, the Board of Education voted to approve the appointment of Kyle Fuller to the position of Custodial Worker, PT, 10 Months, \$11.00/hr, effective 9/8/2015. Probationary period 52 weeks. Background check is complete. Vice: E. Pabst. Yes – 6, No – 0. Carried

The Board discussed the Teacher Aide Schedules at Guilford. Duties for each aide were presented including the duties required for aides and the new Imaginative Play Room.

On a motion by Rebecca Sullivan, seconded by Jeanne Shields, the Board of Education voted to approve the appointment Nancy Morse to the position of Teacher Aide, FT, 10 Months, \$9.55/hr, effective 9/8/2015. Probationary period 52 weeks. Background check is complete. Vice: Leslie Lawrence. Yes –5, No – 1 (Ammon). Carried

The following planning items were discussed:

Planning

- Sept 3 – Personnel Committee @ 5:30 – CANCELLED TONIGHT
- Sept 11 – BOE Blog for Blue and White – Emily writing about New BOE members
- Sept 17 – Personnel Committee @ 5:30
- Sept 17 – BOE meeting @ Guilford
- Sept 23 – Fiscal Training @ BOCES
- Oct 1 – BOE Meeting @ HS
- Oct 14 – Fiscal Training @ BOCES
- Oct 15 – BOE Meeting @ HS
- Oct 18-20 – NYSSBA Convention
- School Functions**
- September 8 – First Day of School - TUESDAY
- September 24 – Greenlawn Open House
- October 7 – Jr-Sr HS Open House
- October 8 – Guilford Open House

On a motion by Jeanne Shields, seconded by Julee Hartwell, the Board of Education voted to go into executive session at 9:07 PM to discuss the employment history of a particular person. Yes – 6, No – 0. Carried.

Executive Session

On a motion by Tina Ammon, seconded by Jeanne Shields, the Board of Education voted to return to open session at 10:50 PM. Yes –6, No – 0. Carried.

Open Session

On a motion by Keith Hanvey, seconded by Julee Hartwell, the Board of Education voted to adjourn at 10:51 PM. Yes – 6, No – 0. Carried.

Adjournment

Respectfully Submitted,

Susan L. Weibel  
District Clerk