

**Bainbridge-Guilford Central School  
Board of Education Meeting Minutes  
November 5, 2015**

President Emily Hall called the November 5, 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, Keith Hanvey, Julee Hartwell, Jeanne Shields and Rebecca Sullivan. Board Members in Attendance

Administrator in attendance was Don Wheeler. Jenn Henderson was invited to discuss CSE recommendations. Administrator in Attendance

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

On a motion by Julee Hartwell, seconded by Tina Ammon, the Board of Education voted to return to open session at 7:16 PM. Yes –6, No – 0. Carried. Open Session

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

A community member spoke about her concern regarding the prayer that was said at the end of the Graduation ceremony last June. She also expressed concern about certain groups using school facilities to hold meetings that might be construed as for financial gain. Guest Comments

Dr. Wheeler commented that the Board of Education has a standing agreement to not be involved in any community political issues.

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: 10/21/15
- CSE minutes of: 10/21/15
- CPSE minutes of: None
- Subcommittee minutes of: 9/28/15, 10/01/15, 10/05/15, 10/07/15, 10/08/15, 10/14/15
- 504 Minutes: 10/05/15; 10/07/15, 10/08/15, 10/14/15, 10/26/15, 10/28/15

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

Mr. Angelo Gallo, CPA presented the annual Independent Audit report for 2014 -15 performed by Piaker and Lyons, Certified Public Accountants, PC. He reported that the report is classified as an “Unmodified Report” which is the highest level of opinion that a CPA firm can issue. Copies of both the Independent Audit and the Extraclassroom Activity Funds Audit were presented to the Board. As is customary, the Board Finance committee met with Mr. Gallo prior to the BOE meeting. Reports and Presentations

Dr. Wheeler presented the projected operating budget for the next 5 years.

Dr. Wheeler and Howard Thompson presented a request from Architect Firm SWBR to provide the District with a needs analysis which would include a complete site survey. Incorporating baseline testing is both feasible and aidable. It was also reported that the District has not had any significant capital projects since 1996.

Emily Hall and Rebecca Sullivan reported on the NYSSBA convention. They attended many informative workshops on topics that included: bullying, rural schools, Board and Superintendent relationships, collective bargaining, Board member behavior and STEM. It was a fantastic experience.

On a motion by Rebecca Sullivan, seconded by Julee Hartwell, the Board of Education voted to accept the 2014-15 Independent Audit performed by Piaker & Lyons Certified Public Accountants, P.C. Yes – 6, No – 0. Carried. (See Attachment #1) Business Office

On a motion by Julee Hartwell, seconded by Jeanne Shields, the Board of Education voted to approve the agreement with Mary Imogene Bassett Hospital for Occupational Health Services. Yes – 6, No – 0. Carried. (See Attachment #2)

The board received information regarding the Senior Citizen Low Income Exemption. Janice Rideout will answer any questions at the next Board meeting.

On a motion by Jeanne Shields, seconded by Julee Hartwell, the Board of Education voted to approve the response letter to the Comptroller regarding the Cafeteria Audit. Yes – 6, No – 0. Carried. (See Attachment #3)

Three Legalgrams from legal counsel were presented to the Board for their information and review. Communication

On a motion by Rebecca Sullivan, seconded by Julee Hartwell, the Board of Education voted to approve the Open Meeting minutes of October 1 and 15, 2015; Special Meeting minutes of October 6 and 20, 2015. Yes – 6, No – 0. Carried. Old Business

On a motion by Jeanne Shields, seconded by Julee Hartwell, the Board of Education voted to approve SWBR completing the external Survey and Testing proposal. Yes – 6, No – 0. Carried.

Dr. Wheeler reported on the Special Education program supervision proposal. New Business

President Emily Hall read the following statement on behalf of the Board of Education: “It recently came to our attention, that here was a concern of a past financial disagreement between Mrs. Hartwell and the district. The situation occurred a number of years ago and so it has proven difficult to locate significant documentation relating to the concern. However, after lengthy discussion amongst the Board of Education, Mrs. Hartwell would like to make a donation to the school for the amount in question. As a Board, we feel this specific concern has been fully addressed and upon the receipt of the donation, will be closed.”

On a motion by Jeanne Shields, seconded by Julee Hartwell, the Board of Education voted to agree to waiving the time limit restriction regarding nominations for the DCMO BOCES Board member. Yes – 6, No – 0. Carried.

A special meeting to vote on the nomination of the BOCES Board member will be held on November 30, 2015.

On a motion by Jeanne Shields, seconded by Julee Hartwell, the Board of Education voted to proceed with a Request for Proposal regarding legal counsel. Yes – 5, No – 1 (Hall). Carried.

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

BE IT RESOLVED, that the Board of Education of the Bainbridge-Guilford CSD hereby establishes the Adult Walker Program from 6:15 to 7:00 AM, Monday-Friday in the Guilford Elementary School from November 1 – May 1.

Yes – 6, No – 0. Carried.

President Emily Hall read the resignation letter from Patrick McElligott. Ms. Hall commended Mr. McElligott for his service to the District.

On a motion by Julee Hartwell, seconded by Jeanne Shields, the Board of Education voted to accept Patrick McElligott's resignation from the Board of Education. Yes – 6, No – 0. Carried.

Personnel

On a motion by Julee Hartwell, seconded by Jeanne Shields, the Board of Education voted to approve the following certified personnel recommendations:

- Request approval to certify William Zakrajsek, Jenn Henderson, and L. Maynard as Lead Evaluators
- The Winter Coaches as presented.
- The acceptance of the retirement of Connie Millner effective January 1, 2016.
- The acceptance of the resignation of Allison DeForrest effective December 6, 2015.

Yes – 6, No – 0. Carried. (See attachment #4)

On a motion by Julee Hartwell, seconded by Tina Ammon, the Board of Education voted to approve the following non-certified personnel recommendations:

- The resignation of Kellie Pope effective November 13, 2015.
- The appointment of Emily Gregory to the position of substitute Food Service Worker PT. Background check is complete.
- The appointment of Kali Conover to the position of substitute Food Service Worker PT. Background check is complete.

Yes – 7, No – 0. Carried

The following Planning items were discussed:

Planning

- Nov 5 – Finance Committee @ 5:30 w/Auditors
- Nov 5 – BOE Meeting
- Nov 9 – BOE Blog for December Blue & White
- Nov 16 – Transportation [maintenance] and Capital Committees
- Nov 18 – Health and Safety Committee
- Nov 19 – Policy Committee @ 5:30 PM
- Nov 19 – BOE Meeting
- Nov 30 – Athletics Committee @ 5:30 PM
- Nov 30 – Special BOE meeting – Superintendent Search & BOCES member vote
- Dec 1 – Focus groups meet with A. Pole

**School Functions**

- Nov 9 – Red Cross Blood Drive
- Nov 12 - Spaghetti Dinner, 10<sup>th</sup> Grade
- Nov 20 – Food Drive Begins

The Board will discuss the Board vacancy at the next meeting. Several options were presented.

A list of Legal Definitions of Accusatory Terms was presented to Board members.

On a motion by Jeanne Shields, seconded by Julee Hartwell, the Board of Education voted to return to executive session at 8:27 PM to discuss a legal matter. Executive Session  
Yes –6, No – 0. Carried.

On a motion by Jeanne Shields, seconded by Julee Hartwell, the Board of Education voted to return to open session at 8:51 PM. Yes –6, No – 0. Carried. Open Session

On a motion by Julee Hartwell, seconded by Jeanne Shields, the Board of Education voted to adjourn at 8:52 PM. Yes – 6, No – 0. Carried. Adjournment

Respectfully Submitted,

Susan L. Weibel  
District Clerk