

**Bainbridge-Guilford Central School  
Board of Education Meeting Minutes  
December 2, 2021**

President Keith Hanvey called the December 2, 2021 meeting of the Board of Education to order at 6:01 PM in the Guilford Elementary School cafeteria.

Call to Order

Board members in attendance were Keith Hanvey, Shelly Bartow, John Gliha, Jeanne Shields, Tim Suda and Rebecca Sullivan. Gordon Daniels arrived at 6:03 PM.

Board Members in Attendance

The administrators in attendance were Tim Ryan, Jennifer Henderson, Linda Maynard, William Zakrajsek, and Business Manager Janice Rideout.

Administrators in Attendance

On a motion by Shelly Bartow, seconded by Jeanne Shields, the Board of Education voted to go into executive session at 6:01 PM to discuss CSE recommendations, the employment history of persons known to the Board of Education and possible litigation regarding the District. Yes-6, No-0. Carried.

Executive Session

On a motion by Tim Suda, seconded by Jeanne Shields, the Board of Education voted to go back to open session at 6:44 PM. Yes-7, No-0. Carried.

Open Session

On a motion by, Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education voted to approve the evening's revised agenda. Yes-7, No-0. Carried.

Order of the Agenda  
Established & Approved

Advisor Amy LaFever and the officers of the Junior Class presented the Prom and Post-Prom events for 2022.

Reports and  
Presentations

The principals reported on events and student activities in their buildings which included the end of the semester and upcoming report cards, diagnostic assessments, parent/teacher conferences, the start of the Winter Sports seasons, Veteran's Day celebrations, the Red Cross Blood Drive, and the annual Student Council Food Drive. It was announced that Dale Palmer is the interim Assistant Principal in the High School until the end of January 2022.

Mr. Ryan reported on the following items:

- The boilers in the Guilford building continue to shutdown despite cleaning out the bacteria. We now qualify for emergency funds to put in a temporary tank until we can replace this tank during a capital project.
- A meeting with King & King will be held December 15<sup>th</sup> to assess what should be included in the next Capital Project.
- The Budget process has begun. Presentations will start in January. The finance committee will meet after the presentations to discuss the proposals.
- The United Way donated quite a bit of bottled water to B-G. New drinking fountains have been installed and will be operational as soon as the water tests are completed.
- COVID cases have been low during the last month. B-G will host a vaccination clinic on December 14<sup>th</sup> for age 5 or older. Adults are welcome to be vaccinated also.
- B-G staff members have been invited to ride on the Chamber of Commerce float in the Christmas parade as the Business of Distinction.
- The Assistant Principal interviews will start next week. Twenty-Five candidates have applied. We will interview 10 candidates on Tuesday and the final five on Friday.

President Keith Hanvey read the public comment guidelines.

Guest Comments

Brian Warner read a statement on behalf of the football parents and student athletes. There are some concerns about the continuity of the program at the middle and high school level. Mr. Warner provided a copy of his statement for the Board.

Owen Fleming requested that the Board consider adding a Trap Shooting Team to the Extracurricular clubs at B-G. This program is not a cost to the District. The Rod and Gun Club is supplying the ammo and students provide their own guns. The advisor is volunteering their time.

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:

CSE  
Recommendations

- CSE minutes of: 11/04/21, 11/09/21, 11/15/21
- CPSE minutes of: 10/22/21, 11/09/21
- Subcommittee minutes of CSE: 10/22/21, 11/03/21, 11/15/21
- 504 Minutes: 11/04/21

On a motion by Rebecca Sullivan, seconded by Jeanne Shields, the Board of Education reviewed and arranged for the appropriate special education placements.  
Yes-7, No-0. Carried.

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

Personnel

- The retroactive appointment of Teresa Davis to the position of Temporary RTI Teacher effective 11/8/2021 to 12/22/2021: Temporary Grant Funded; Step 1. Background check is complete.
- The appointment of Fawn M. Dix to the position of Substitute Teacher effective 12/3/2021. Background check is complete.
- The appointment of Molly O'Hara to the position of Music Teacher\*\*.  
**Name:** Molly E. O'Hara  
**Position:** Music Teacher  
**Certification:** PENDING Initial – Music – All Grades  
**Tenure Area:** Music  
**Date of Commencement of Appointment:** 1/3/2022  
**Expiration of Appointment:** 1/4/2026  
**APPR:** To the extent required by the applicable provisions of the Education Law, in order to be granted tenure, **Molly E. O'Hara** must receive composite or overall annual professional performance review ratings of either effective or highly effective in at least three (3) of the four (4) years, and if she receives an ineffective composite or overall rating in the final year of the probationary period, she shall not be eligible for tenure at that time.  
**Salary:** Step 4  
**Vice:** R. Kuehhas  
**\*\* Provided Ms. O'Hara obtains certification in the area of Music All Grades, the Board shall reappoint Ms. O'Hara to a probationary position in the Music area. No term of employment is conferred by this appointment until a probationary appointment is subsequently granted by the Board of Education.**
- The appointment of Emma Walker to the position of Temporary RTI Teacher effective January 3, 2022, to 6/30/2024: Temporary Grant Funded; Step 1. Background check is complete.
- The request for 4 days of unpaid leave of absence for Vicki Ives, February 22-25, 2022.
- The acceptance of the retirement request from Cynthia Cifone effective June 30, 2022.
- The acceptance of the retirement request from Charles Lanfear effective June 30, 2022.

Yes-7, No-0. Carried.

On a motion by Tim Suda, seconded by Gordon Daniels, the Board of Education voted to approve the following non-certified personnel:

- The appointment of Emily Anderson to the position of Ag Club (FFA) Advisor at Step 6 for the 2021-22 school year.
- The request for 6 days of unpaid leave of absence for George Hinkley, December 3 and December 6-10, 2021.
- The appointment of Fawn M. Dix to the position of Substitute Teacher Aide PT (Sub) effective 12/3/2021. Background check is complete.
- The appointment of Erin Degan to the position of OM Teacher Coach at Step 2 and Leslie Cuzzo to the position of OM Teacher Coach at Step 6 for the 2021-22 school year.

Yes-7, No-0. Carried.

On a motion by Jeanne Shields, seconded by Tim Suda, the Board of Education voted to approve the following sports personnel:

- Modified wrestling coach- Miles Keene- Step 4
- Volunteer wrestling coach- James Spinella

- The revised appointment for Phil Bianchi, Boys Modified Basketball, Step 6 for 2021-22.
- Additional Winter Paid Scorekeepers & Timekeepers: Wrestling: James Spinella

Yes-7, No-0. Carried.

On a motion by Rebecca Sullivan, seconded by Shelly Bartow, the Board of Education voted to approve the following After School Program personnel:

- Request appointment of the following teaching staff for the After School Program at their current hourly rate calculated at 1/1400<sup>th</sup> of their salary: Josh Conover, Amanda Carlin, Emma Walker

Yes-7, No-0. Carried.

On a motion by John Gliha, seconded by Gordon Daniels, the Board of Education voted to approve the:

- The Monthly Financial Reports for October 2021:  
Treasurer, Student Activities, BOE Expenditure, Revenue Status Report, Budget Status Report, Cumulative Summary of Budget Amendments, Monthly Revenue, Expenditure and Cash Flow Reports
- The Internal Claims Auditors Report dated 11/4/2021 and 11/27/21.

Yes-7, No-0. Carried

On a motion by John Gliha, seconded by Gordon Daniels, the Board of Education voted to approve the 2021-22 Tax Collector's Report. Yes-7, No-0. Carried

On a motion by Gordon Daniels, seconded by Rebecca Sullivan, the Board of Education voted to approve the adoption of the resolution declaring equipment surplus to current needs. Yes-7, No-0. Carried

On a motion by Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education voted to accept the donation of miscellaneous hardware items from Barnard's Hometown Hardware valued at \$1,434 for the Facilities Department. Yes-7, No-0. Carried

On a motion by Gordon Daniels, seconded by John Gliha, the Board of Education voted to accept the donation the \$83.52 donation from Chenango United Way. Yes-7, No-0. Carried

On a motion by Tim Suda, seconded by Shelly Bartow, the Board of Education voted to accept the Comptroller Report and Corrective Action Plan for the findings noted in the audit of Network User Accounts – October 2021. Yes-7, No-0. Carried

Old Business

First read of the new policy regarding Diversity, Equity, and Inclusion in Public Education.

New Business

On motion by Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education voted to approve the MOU with the Chenango County Community Mental Hygiene Services. Yes-7, No-0. Carried

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

RESOLVED, that the Board of Education of the Bainbridge-Guilford Central School District hereby approves a substitute bus driver training rate of \$25.78 for William Quick, for the time period commencing September 16, 2021 through October 29, 2021. Training rates incurred before or after this time shall be paid at the rate previously established by the Board for the 2021-22 school year.

Yes-7, No-0. Carried

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

#### Resolution #1 – REGARDING STATE ENVIRONMENTAL QUALITY REVIEW

WHEREAS, the Bainbridge-Guilford Central School District's Architect, King + King Architects LLP ("King + King"), has determined that as a result of unexpected failures of the fuel tank at Guilford Elementary School immediate repairs are required; and

**WHEREAS**, the Board of Education of the Bainbridge-Guilford Central School District (the “Board”) has considered the impacts to the environment of the repairs to the fuel tank at Guilford Elementary School in accordance with the detailed scope of work prepared by its Architect dated November 29, 2021; and

**WHEREAS**, the Board has reviewed the scope of the Proposed Action and has further received and considered the advice of its Architect with respect to the potential for environmental impacts resulting from the Proposed Action; and

**WHEREAS**, the District has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR part 617.5(c) (1), (2) and (3) and concluded that the project involves activities involving no substantial changes in existing structures or facilities, and replacement, rehabilitation or reconstruction of structures or facilities in kind and routine activities of an educational institution, now therefore;

**BE IT RESOLVED**, by the Board of Education as follows:

1. The Proposed Action individually and collectively does not exceed thresholds established under 6 NYCRR Part 617 of the State Environmental Quality Review Act (SEQRA).
2. The Board hereby determines that the Proposed Action is a Type II action in accordance with the SEQRA regulations.
3. No further review of the Proposed Action is required under SEQRA.
4. This Resolution shall be effective immediately.

#### **RESOLUTION #2 - ORDINARY CONTINGENT EXPENSE RESOLUTION**

**WHEREAS**, the Bainbridge-Guilford Central School District’s Architect King + King Architects LLP (“King + King”), has determined that as a result of unexpected failures of the fuel tank at Guilford Elementary School immediate repairs are required; and

**WHEREAS**, these unexpected failures occurred during a prescribed period of remaining useful life per the most recent Building Condition Surveys; and

**WHEREAS**, the Board of Education has received and considered the opinion of its Architect, dated November 29, 2021, declaring the repair of the fuel tank at Guilford Elementary School a public emergency (the “Emergency Project”); and

**WHEREAS**, the School District’s administration concurs that the repairs constitute an emergency project; and

**WHEREAS**, the Emergency Project is essential for the protection of the health and safety of students and staff and for the protection of the School District’s property because the Bainbridge-Guilford Central School District cannot properly heat its buildings without the repairs and injuries or damage like further pump corrosion and breakdown would occur; and

**WHEREAS**, the district officials and its construction team have been in contact with the New York State Education Department’s Office of Facility Planning which has agreed that the Emergency Project constitutes an emergency project which is required in order to preserve the health and safety of students and staff and for protection of the School District’s property and shall receive New York State Building aid over a one year period; and

**WHEREAS**, the Board of Education has declared that the project is a Type II SEQRA Action that will have no negative impact on the environment;

NOW THEREFORE BE IT RESOLVED as follows:

1. The Board of Education hereby finds pursuant to the Education Law, that the repair of the fuel tank at Guilford Elementary School is necessary for the protection of the health and safety of students and staff and for protection of the District’s property, and hereby declares the Emergency Project to be an ordinary contingent expense.
2. The maximum estimated cost of the Emergency Project, as determined by King + King, is One Hundred Thousand Dollars (\$100,000). The funding source for the Emergency Project will be the General Fund balance and to the maximum extent possible, state building aid and the proceeds of insurance policies.
3. The Superintendent of Schools and all officers and employees of the School District are hereby authorized and directed to take all steps reasonably necessary or appropriate to complete the Emergency Project; to carry out the intent of this Resolution; to apply for any eligible state building aid; and to recover any available insurance proceeds.
4. This Resolution shall take effect immediately.

#### **RESOLUTION #3**

**WHEREAS**, on December 2, 2021, the Bainbridge-Guilford Central School District voted to declare the repair of the fuel tank at Guilford Elementary School a public emergency (“Emergency Fuel Tank Repair Project”); and

**WHEREAS**, the Bainbridge-Guilford Central School District Board of Education (the “Board”) received a proposal from Environmental and Fueling Systems LLC (“E&FS”) for its Emergency Fuel Tank Repair Project; and

WHEREAS, the Board has reviewed the proposal and desires to execute a contract reflecting those quoted prices for the work to be performed (the "Contract").

NOW, BE IT RESOLVED by the Board of Education of the Bainbridge-Guilford Central School District as follows:

1. The Contract for the Emergency Fuel Tank Repair Project shall be given to E&FS.
2. The Superintendent or their designee is authorized to execute the Contract in the form approved by legal counsel.
3. This Resolution shall take effect immediately

Yes-7, No-0. Carried

The following planning events were discussed:

Planning

**Board Events**

Dec 10 – Assistant Principal Interviews with Committees

**School Events**

Dec 8 – Jr High Winter Concert 7 PM Place: Auditorium/ZOOM

Dec 15 – Sr High Winter Concert 7 PM Place: Auditorium/ZOOM

Dec 17 – Food Drive Ends

Dec 21 – Holiday Food Basket Delivery

Dec 21 – Greenlawn Holiday Assembly 9 AM

Dec 21 – Guilford Sing-along 1:30 PM

Dec 28-29 – Kazalski Tournament

On a motion by Shelly Bartow, seconded by Rebecca Sullivan, the Board of Education voted to adjourn at 7:31 PM. Yes-7, No-0. Carried

Adjournment

Respectfully Submitted,



Susan L. Weibel  
District Clerk

