

**GREENE CENTRAL SCHOOL**

GREENE, NEW YORK

**BOARD OF EDUCATION (REORGANIZATION and REGULAR MEETING)**

Wednesday, July 10, 2019 – 5:30 P.M.

**Board of Education Room**

**I. ROUTINE**

- 1) **Call to Order, 5:30 p.m.** by Clerk, Mrs. Donna M. Utter
- 2) Oath of Office to recently elected Board Members: Andrew Bringuel, II, Seth Barrows, John Fish, and Election of Board Officers:  
(The Clerk of the Board will call for the nomination and election of a President.) The President will resume the Chair and call for the nomination and election of a Vice-President.
- 3) Administering of Oaths to Elected Officers and Superintendent
- 4) Additions/Deletions to Organization Agenda

**II. APPOINTMENTS:**

**The Superintendent of Schools recommends the following Board actions:**

- 1) Appoint District Clerk – Donna Utter
- 2) Oath of Office to District Clerk
- 3) Appoint District Treasurer – Mark Rubitski
- 4) Oath of Office to District Treasurer
- 5) Assistant Treasurer – Sue Borchardt
- 6) Internal Claims Auditor - Central Business Office, BOCES – This function is performed by someone who has no other responsibilities related to the business operation of the school district.
- 7) Tax Collector – Greene Central School District
- 8) School Physician - Dr. Martin Masarech
- 9) School Counsel – Hogan, Sarzynski, Lynch, DeWind, & Gregory LLP
- 10) Central Treasurers - Extra Classroom Activity Accounts – Sue Borchardt and Alta Martin
- 11) Extra Curricular Activity Fund Chief Faculty Counselors – Penny Connolly, Bryan Ayres, January Pratt, and Mark Wilson
- 12) Chairpersons – Budget Hearing and District Votes – Timothy Calice & Mark Rubitski
- 13) Chairperson - Annual Meeting and District Votes – Donna Utter
- 14) Appoint Members of the Committee & Subcommittee on Special Education
- 15) Preschool Committee on Special Education, and Impartial Hearing Officers
- 16) Title IX Officer & Compliance Officer – Bryan Ayres
- 17) Section 504 Compliance Officer – Director of Special Programs
- 18) School Business Official to act as Purchasing Agent
- 19) District Auditors – Insero & Company
- 20) Approve Tellers for School District Votes
- 21) Appoint Chemical Hygiene Officer – Facilities Director
- 22) Appoint AHERA Designee – Facilities Director
- 23) Appoint Medicaid Compliance Officer – Director of Special Programs
- 24) Appoint School Architects – IBI Group
- 25) Appoint superintendent and all school principals as Lead Evaluators

- 26) Appoint all principals as DASA Coordinators
- 27) McKinney-Vento Homeless Liaison – Penney Connolly

### **III. DESIGNATIONS**

- 1) Designate Chief Fiscal Officer – Board of Education President
- 2) Official Bank Depository – NBT Bank
- 3) Additional Bank Depositories - JP Morgan Chase Bank.
- 4) Approve Third Party Holding Agreements – NBT Bank, JP Morgan Chase Bank.
- 5) Date, Time and Place of regular School Board Meetings – First & Third Wednesday – 6:00 p.m.
- 6) Official Newspaper - The Evening Sun, Norwich, New York
- 7) Alternate Official Newspaper- Press & Sun Bulletin, Binghamton, New York
- 8) Appoint alternate purchasing agent – Timothy Calice

### **IV. AUTHORIZATIONS**

- 1) Superintendent to:
  - a) certify payrolls
  - b) approve attendance to conferences, workshops, etc.
  - c) approve facility use requests
  - d) approve Account Transfers up to \$1,000 per Line Item
  - e) approve fund-raising activities
- 2) Treasurer or Assistant Treasurer to sign checks.
- 3) Mileage Expense – I.R.S. Approved Mileage Rate
- 4) Wire Transfers
- 5) District Treasurer to invest available monies.

### **V. OTHER ITEMS**

- 1) Public Officers Law 18
- 2) Re-adoption of all Policies, Codes of Ethics and Curricula in effect at the end of the 2018-2019 School Year
- 3) Standing Committees:
  - BUDGET
  - BUILDING and GROUNDS
  - TRANSPORTATION
  - EMPLOYEE
  - TENURE
  - POLICY
  - CURRICULUM/TECHNOLOGY
  - AUDIT
  - CLASSIFICATION
  - LEGISLATIVE
  - EXTRA CURRICULAR

- 4) Membership in Chenango County School Boards
- 5) Voting procedures at Board Meetings
- 6) Reaffirm - No new business to be discussed after 10:00 p.m.
- 7) Appoint Representative to Chenango County School Boards Association
- 8) Designate Representative and First Alternate Representative and all others to the Health Insurance Consortium.
- 9) Designate Representative and First Alternate Representative and all others to the Workers' Compensation Alliance
- 10) Appoint District-Wide School Improvement Advisory Cmte. & Shared Decision Making Committee & Recertify Plan
- 11) Appoint Board Member to Instructional and Non-Instructional Sick Bank Committees
- 12) Appoint Members to the School Safety and Security Committee
- 13) Appoint DCMO BOCES as Career and Technical Education Advisory Council
- 14) Designate Representative to Greene Joint Recreation Commission
- 15) Designate Community Member to Audit Committee – Steve Page

## **VI. BUSINESS and FINANCE**

- 1) Confirm Establishment of existing Extra-Curricular Activity Accounts
- 2) Confirm Substitute Rates for the 2019-20 School Year
- 3) Confirm Impartial Hearing Officer Rates - \$100/ per hour
- 4) Confirm Non-Resident Tuition For School Year 2019-2020 (\$1200/One student remains)
- 5) Reauthorization of Previously Authorized Reserves
- 6) School Lunch Program – Free & Reduced Meal Policy Book 2019-2020

## **I. ROUTINE**

It is anticipated that the Board will act upon a resolution to convene an executive session at this time.

- 1) Return to Public Session
- 2) Additions/Deletions to Regular Agenda
- 3) Approve CSE Placements
- 4) Approve Minutes of the meeting held  
Wednesday, June 5, 2019
- 5) Calendar:  
JRC Summer Program & Summer Meal Program – July 1-26, 2019  
Board of Education Meeting – August 7, 2019  
Board of Education Meeting – August 21, 2019

## **II. PUBLIC COMMENT FROM THE FLOOR (five minute limit)**

## **III. REPORTS (CA)**

**IV. EDUCATION & PERSONNEL <sup>(CA)</sup>**

**The Superintendent of Schools recommends the following Board actions:**

1. Resignation(s)

Resignation effective June 30, 2019 – Timothy Calice as Middle School Principal

Resignation effective June 30, 2019 – from Interim Head Bus Driver Assignment Only -Dennis Symons

Resignation effective June 30, 2019 – Lynne Conklin, Cafeteria Worker

Resignation effective August 1, 2019 – Kimberly Matthews, Director of Special Programs

2. Abolish Positions – For reasons of economy, the following positions are abolished effective August 31, 2019:

Teacher Aide – Position held by Melissa Neudel

Teacher Aide – Position held by Alisha Dunlap

Teacher Aide – Position held by Amber Parrish

3. Appointment(s) Effective September 1, 2019

Regular

**Library Media Specialist** - “Upon recommendation of the Superintendent and by motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_, the following conditional probationary appointment is hereby made:”

- |  |  |
|--|--|
| a. Name of Appointee                               | <b>Julie Zick</b>                      |
| b. Tenure Area:                                    | Library Media Specialist               |
| c. Date of Commencement<br>of Probationary Service | September 1, 2019                      |
| d. Expiration Date of Appointment                  | August 31, 2022*                       |
| e. Certification Status:                           | School Media Specialist – Professional |
- \*Three Year Tenure Period Due to Prior Tenure in Area

Substitute(s)

Amanda Wilson – Substitute LTA/Teacher and Aide K-12 Effective September 1, 2019

Lynne Conklin – Substitute Cafeteria Worker

4. Sick Bank Request

Instructional - Trina Leonard – 14 days – June 7 - June 26, 2019

5. Non-Instructional - Ron Genter – 11 additional days – June 11 – June 25  
Request for Unpaid Leave of Absence

Theresa Miller, Music Teacher – 2019-2020 (Tabled at previous meeting.)  
 Sarah Dexheimer – June 24 – 28, 2019 (5 days unpaid)

6. 2019-2020 Academic Calendar Revisions  
 September 4 Open House Middle & High Schools  
 September 5 – First Day for Students  
 September 19 Open House - Intermediate  
 September 26 Open House – Primary  
 October 11 Homecoming  
 October 18 Early Dismissal Drill - Dismissal 15 minutes early  
 February Break – Change to 14, 17 & 18. School will be open 19, 20 & 21  
 May – Additional Days Closed – May 22 and May 26  
 June 27 – Graduation

Add to Calendar – Priority Make-Up Days If Needed – May 26, May 22, April 13

V. **TRANSPORTATION** (CA)

Greene Craft Fair – Transportation – July 27, 2019

VI. **BUSINESS & FINANCE**

1. Internal Claims Auditor Report
2. Treasurer’s Reports for Activity Fund May 2019
3. Obsolete/Surplus Library Books, Other District Books & Equipment
4. School Lunch Program – Milk & Ice Cream Bid Awards for 2019-20
5. Surplus School Buses

VII. **ADDITIONAL DISCUSSION ITEMS**

VIII. **REVIEW BOARD OUTSTANDING ACTIONS LIST**

| Directed Date | Task  | Responsibility | Report Back   |
|---------------|---|----------------|---------------|
| 5/2/18        | Legislative Committee –<br>Community Member -<br>Student Enrollment - | BOE            | Ongoing       |
| 9/5/18        | Transfer to Capital Reserve   | BOE            | Ongoing       |
| 10/17/18      | Training Rules Policy Review  | BOE            | July 10, 2019 |

|         |                   |             |             |
|---------|-------------------|-------------|-------------|
| 5/22/19 | Footlights Policy | Amanda Boel | August 2019 |
|---------|-------------------|-------------|-------------|

**IX. SUPERINTENDENT’S REPORT**

**X. REVIEW COMMITTEE SCHEDULE**

| <b>Committee Name:</b>  | <b>Last Meeting:</b> | <b>Next Meeting:</b> |
|-------------------------|----------------------|----------------------|
| Budget                  | April 2, 2019        |                      |
| Building & Grounds      | May 16, 2019         |                      |
| Transportation          | Jan. 16, 2019        |                      |
| Employee                | Dec. 5, 2018         |                      |
| Audit                   | June 19, 2019        |                      |
| Curriculum & Technology | Aug. 15, 2018        |                      |
| Legislative             | Mar. 1, 2019         |                      |
| Tenure                  | April 17, 2018       |                      |
| Policy                  | May 30, 2018         |                      |

**XI. PUBLIC COMMENT FROM THE FLOOR (five minute limit)**

It is anticipated that the Board will act upon a resolution to convene an executive session at this time.

**XII. ADJOURNMENT**

***Greene Central School Mission Statement & Goals***

*Greene Central School, in partnership with the community, will inspire students to learn the skills and behaviors necessary to become productive citizens.*

Goal 1: Provide quality programs to prepare all students with skills and knowledge to become responsible citizens, productive workers, and lifelong learners.

Goal 2: Provide safe, quality facilities, which enhance the programs for the district’s students and community.

Goal 3: Ensure long-term fiscal stability in order to provide the necessary programs and facilities to educate the children of the Greene Central School District.

Goal 4: Communicate effectively with all members of the community to promote quality education in the Greene Central School District.