

**GREENE CENTRAL SCHOOL**  
GREENE, NEW YORK  
**BOARD OF EDUCATION (REORGANIZATION and REGULAR MEETING)**  
Thursday, July 13, 2017 – 5:30 PM (early start time)

**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: Mr. Nicholas Drew and Mr. Douglas Markham, 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 – Mrs. Donna Utter
- 2) Oath of Office to District Clerk
- 3) Appoint District Treasurer – Mr. Mark Rubitski
- 4) Oath of Office to District Treasurer
- 5) Assistant Treasurer – Mrs. 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 -NBT
- 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 – Mr. James Walters, Mr. Bryan Ayres, Mrs. January Pratt, and Mr. Timothy Calice.
- 12) Chairpersons – Budget Hearing and District Votes – Superintendent of Schools & Mr. Mark Rubitski
- 13) Chairperson - Annual Meeting and District Votes – Mrs. 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 – Mr. Timothy Calice
- 17) Section 504 Compliance Officer – Director of Special Programs – Sarah Wiggins
- 18) Superintendent of Schools to act as Purchasing Agent
- 19) District Auditors – West & Company
- 20) Approve Tellers for School District Votes
- 21) Appoint Chemical Hygiene Officer – Mr. Scott Christiansen
- 22) Appoint Medicaid Compliance Officer – Director of Special Programs – Sarah Wiggins

### **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 Wednesday – 6:00 p.m.
- 6) Official Newspaper - The Chenango American
- 7) Alternate Official Newspaper- Press & Sun Bulletin, Binghamton, New York or Evening Sun, Norwich, New York

### **IV. AUTHORIZATIONS:**

- 1) Superintendent to:
  - a) certify payrolls
  - b) approve attendance to conferences, workshops, etc.
  - c) act as Alternate Purchasing Agent
  - d) approve facility use requests
  - e) approve Account Transfers up to \$1,000 per Line Item
  - f) 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 2016-2017 School Year
- 3) Standing Committees:
  - BUDGET
  - BUILDING and GROUNDS
  - TRANSPORTATION
  - EMPLOYEE
  - TENURE
  - POLICY
  - CURRICULUM/TECHNOLOGY
  - AUDIT
  - CLASSIFICATION
  - LEGISLATIVE
  - SABBATICAL
- 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 Intermunicipal Parks Commission
- 15) Designate Representative to Greene Joint Recreation Commission

## **VI. BUSINESS and FINANCE**

- 1) Confirm Establishment of existing Extra-Curricular Activity Accounts
- 2) Confirm Substitute Rates for the 2017-18 School Year
- 3) Confirm Impartial Hearing Officer Rates - \$100/ per hour
- 4) Confirm Non Resident Tuition For School Year 2017-2018 (\$1200/One student remains)
- 5) Reauthorization of Previously Authorized Reserves

## **REGULAR MEETING**

### **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 Special Education Placements<sup>(CA)</sup>
- 4) Approve Minutes of the meeting and public hearing held Wednesday, June 21, 2017 <sup>(CA)</sup>
- 5) Calendar:  
JRC Summer Program – July 5 – 28, 2017  
Board of Education Meeting – August 2, 2017 – 6:00 p.m.

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

### **III. REPORTS <sup>(CA)</sup>**

Regents Report  
Enrollment Report

**IV. EDUCATION & PERSONNEL: (CA)**

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

1. Resignation effective August 31, 2017 – Ashley Braman from position as L.T.A
2. Abolish Position(s) Effective August 31, 2017

Abolish Licensed Teaching Assistant Position - The individual being impacted is Mary Katherine Dugue who will be retained on the preferred eligible list for seven (7) years.

Abolish Teacher Aides (4) based on student IEP's which have been updated and an aide is no longer required at this time. Individuals impacted by this abolishment are:

- o Lita Greene
- o Melissa Neudel
- o Paulette Quick
- o Patsy Thatcher

3. Appointment(s) Effective September 1, 2017

Substitute

Appoint Stacy Monticciolo (current sub aide K-2) as a substitute aide K-5.

Regular

Appoint Physical Education Teacher – Mary Katherine Dugue

*Upon recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the following probationary appointment is hereby made:*

- a. *Name of appointee: Mary Katherine Dugue*
- b. *Tenure area: Physical Education*
- c. *Date of commencement of probationary service: September 1, 2017*
- d. *Expiration date of appointment\*: June 30, 2021*
- e. *Certification status: Physical Education*

Appoint Physics Teacher – Kevin Coldren

*Upon recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the following probationary appointment is hereby made:*

- a. *Name of appointee: Kevin Coldren*

- b. *Tenure area: Science*
- c. *Date of commencement of probationary service: September 1, 2017*
- d. *Expiration date of appointment: June 30, 2021*
- e. *Certification status: Pending*

Appoint Special Education Teacher – Kalli Garey

Upon recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the following probationary appointment is hereby made:

- a. *Name of appointee: Kalli Garey*
- b. *Tenure area: Education of Children with Handicapping Conditions - General*
- c. *Date of commencement of probationary service: September 1, 2017*
- d. *Expiration date of appointment: June 30, 2021*
- e. *Certification status: Students With Disabilities - Initial*

4. Modify 2017-2018 Academic Calendar

December 1 & December 8 – Half Days for K-5 for afternoon parent conferences.

V. TRANSPORTATION <sup>(CA)</sup>

- 1. Labor Day Request – Transportation
- 2. Modify previous Board of Education Action – Surplus Bus
  - a. Retract motion to declare bus 65 as surplus – bus will be repaired
  - b. Motion to declare bus 64 as surplus.

VI. BUSINESS & FINANCE

- 1. General Fund Budget Transfers <sup>(CA)</sup>
- 2. Obsolete/Surplus High School Library Books <sup>(CA)</sup>
- 3. Charitable Donation from NBT Employees <sup>(CA)</sup>

VII. ADDITIONAL DISCUSSION ITEMS

## VIII. REVIEW BOARD OUTSTANDING ACTIONS LIST

Directed Date	Task	Responsibility	Report
3/7/2007	Policy/Procedure Manual	BOE/Superintendent	Ongoing
5/4/2016	District Safety Plan	Superintendent	Aug. 31, 2017
1/25/201	Review Implementation of Anti-Discrimination & Sexual Harassment Policies	BOE/Superintendent	Aug. 2, 2017
4/5/2017	Number of BOE meetings per month	BOE	July 13, 2017

## IX. SUPERINTENDENT'S REPORT

## X. 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.

## XI. 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.