

**GREENE CENTRAL SCHOOL**

GREENE, NEW YORK

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

Wednesday, July 6, 2016 –6:00 p.m.

**Board of Education Room**

**I. ROUTINE:**

- 1) **Call to Order, 6:00 p.m.** by Clerk, Mrs. Donna M. Utter
- 2) Oath of Office to recently elected Board Members: Mr. Seth Barrows, Mr. Ethan Day, Mrs. Tammie McCauley, 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. Linda Williams
- 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 – Linda Williams and Alta Martin
- 11) Extra Curricular Activity Fund Chief Faculty Counselors – Mr. James Walters, Mr. Bryan Ayres, Mrs. Shelly Richards, 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 – Mrs. Shelly Richards
- 17) Section 504 Compliance Officer – Director of Special Programs – Sarah Wiggins
- 18) Business Manager to act as Purchasing Agent
- 19) District Auditors – West & Company, Management Advisory Group (MAG)
- 20) Approve Tellers for School District Votes
- 21) Appoint Team Leaders
- 22) Appoint Chemical Hygiene Officer – Mr. Jordon Lilley
- 23) Appoint Medicaid Compliance Officer – Director of Special Programs – Sarah Wiggins

### **III. DESIGNATIONS:**

- 1) Designate Chief Fiscal Officer - B.O.E. 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
- 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 2015-2016 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. & 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

## **VI. BUSINESS and FINANCE**

- 1) Confirm Establishment of existing Extra-Curricular Activity Accounts
- 2) Confirm Substitute Rates for the 2016-17 School Year
- 3) Confirm Impartial Hearing Officer Rates - \$100/ per hour
- 4) Confirm Non Resident Tuition For School Year 2016-2017 (\$1200/Two students remain)
- 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 held Wednesday, June 15, 2016 <sup>(CA)</sup>
- 5) Calendar:
  - July 11 – Summer JRC Program Begins
  - July 11 – August 18 – Community Pool Open Swim 1:00-5:00 Mon-Sat
  - July 20 – Board of Education Meeting – 6:00 p.m.
  - July 23 – Annual Craft Fair
  - August 3 – Board of Education Meeting – 6:00 p.m.
  - August 17 - Board of Education Meeting – 6:00 p.m.
  - August 29 – CCSBA Meeting – 6:00 p.m. Norwich H.S.

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

### **III. REPORTS**

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

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

1. Resignation(s)

- Timothy Paske – Physical Education Teacher – Effective August 31, 2016
- Leigh-Ann Gordon – Art Teacher – Effective July 5, 2016 (Previously accepted call-back to position from preferred eligible list.

2. Appointment(s)

Appoint Mathematics Teacher – Cassandra Aldrich

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

- a. Name of appointee: Cassandra Aldrich*
- b. Tenure area: Mathematics*
- c. Date of commencement of probationary service: September 1, 2016*
- d. Expiration date of appointment\*: June 30, 2019 (Previous tenure = reduction by one year from four to three.)*
- e. Certification status: Mathematics*

***\*\*Three Year Probationary Appointments – This expiration date is tentative and conditional only. In order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective to the extent required by the applicable provisions of the Education Law, the Rules of the Board of Regents and the Regulations of the commissioner of Education, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.***

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

1. Labor Day Request – Transportation

#### **VI. BUSINESS & FINANCE**

1. Revenue & Budget Status Reports <sup>(CA)</sup>
2. Treasurer's Reports for Activity Funds <sup>(CA)</sup>
3. Charitable Donation <sup>(CA)</sup>
4. General Fund Budget Transfer <sup>(CA)</sup>
5. Obsolete/Surplus M.S. Books & Texts <sup>(CA)</sup>
6. Obsolete/Surplus H.S. Library Books <sup>(CA)</sup>

7. Transportation Contracts 2016-2017 (CA)
8. School Lunch Program (CA)

## **VII. ADDITIONAL DISCUSSION ITEMS**

1. CCSBA Meeting Update – Tammie McCauley
2. Intermunicipal Parks Commission – District Appointee

## **VIII. REVIEW BOARD OUTSTANDING ACTIONS LIST**

<b>Directed Date:</b>	<b>Task:</b>	<b>Responsibility Of:</b>	<b>Report Back:</b>
3/7/2007	Policy/ Procedure Manual	BOE and Superintendent	Ongoing
3/16/2016	Athletic Report Review	BOE and Superintendent	Sept. 21, 2016
5/4/2016	District Safety Plan	BOE and Superintendent	July 20, 2016
6/15/2016	Comptroller Audit CAP	BOE and Superintendent	Aug. 17, 2016

## **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.