

**GREENE CENTRAL SCHOOL  
GREENE, NEW YORK  
BOARD OF EDUCATION MEETING  
WEDNESDAY, DECEMBER 21, 2016**

A Board of Education meeting was called to order at 6:00 p.m. by President, Ethan G. Day, in the Board of Education room, High School/Middle School complex, 40 South Canal Street, Greene, N.Y.

**CALL TO ORDER**

- The Pledge of Allegiance was recited.

**BOARD MEMBERS PRESENT:**

Mr. Ethan G. Day, President  
Mr. Brian Milk, Vice-President  
Mr. Timothy Crumb  
Mrs. Karen Hendershott  
Mrs. Tammie McCauley  
Mr. Scott Youngs  
Mr. Seth Barrows

**ADMINISTRATIVE STAFF PRESENT:**

Mr. Gordon Daniels, Interim Superintendent  
Mr. James Walters, High School Principal  
Mr. Timothy Calice, Middle School Principal  
Mr. Bryan Ayres, Intermediate School Principal and Director of Athletics & PE  
Mrs. Carole Stanbro, Interim Primary School Principal  
Mrs. Sarah Wiggins, Director of Special Programs

**OFFICERS PRESENT:**

Mrs. Donna Utter, District Clerk

- Motion made by Crumb, seconded by Milk, to adjourn to Executive Session for the following at 6:01 p.m.:
  - To review special education placements for particular students and to consider them for approval.
  - To discuss the employment and contract status of a particular person.
  - To discuss a matter leading to the employment of a particular person in the area of building principal.

Yes-7, No-0

**EXECUTIVE SESSION**

- Motion made by Milk, seconded by Crumb, to adjourn Executive Session at 6:35 p.m.

Yes-7, No-0

**ADJOURN EXECUTIVE SESSION**

- President Day reconvened the meeting 6:38 p.m.

**RECONVENE**

- None.

- 9. ADDITIONAL DISCUSSION ITEMS  
Add: 2. Board Document Publication  
3. Policy Manual

**ADD/DELETIONS TO AGENDA**

- Upon the recommendation of the Committee on Special Education, a motion was made by Hendershott, seconded by Crumb, to approve the following placement(s):  
#710023613; #710022344; #710022992; #710023587;  
#710023470; #710023052; #710023047; #710125188.

Yes-7, No-0

**SPECIAL EDUCATION PLACEMENTS**

- Motion made by Milk, seconded by McCauley, to approve the minutes for the regular meeting held on December 7, 2016, and the special meeting held on December 14, 2016 as presented.

Yes-7, No-0

**APPROVE MINUTES  
12/7/16 & 12/14/16**

**CALENDAR**

- December 26-January 2 – Holiday Recess
- January 4, 2017 – Board of Education Meeting – 6:00 p.m.
- January 10 – Winter Concert
- January 16 – Martin Luther King, Jr. Holiday – No School
- January 18 – Board of Education Meeting – 6:00 p.m.

**PUBLIC COMMENT:**

- President Day stated that the door to the board room needs to be propped open during meetings to ensure that it is open to the public. During the last meeting, a couple set in the hallway during the meeting because the door was shut and they assumed that it was not yet open to the public.

**REPORT(S):  
INTERMEDIATE  
SCHOOL BUILDING  
REPORT**

- Bryan Ayres, Intermediate School Principal, reported on the following activities/accomplishments at the Intermediate School:
  - One of the best starts to the school year that he can remember. Attributed to Mr. Daniels' leadership and the incorporation of LINKS with the staff making a concerted effort of rebuilding relationships.
  - Character Education (Olweus) – Jared Campbell returning for event kick-off on January 30th with a ½ day of activities for students and monthly themes throughout the year.
  - Syracuse Stage performance – "A Promise is a Promise".
  - Increased staff involvement at assemblies performing skits and singing as well as giving descriptions of why students are receiving awards. Introduction of all staff including bus drivers.
  - Staff bonding activities.
  - New after-school opportunities for students including an Art Club (Abby Spencer) and Coding (Holly Mohr and Colin Evans).
  - Parent conferences were very helpful and well done – good communication with parents.
  - RTI – Downsview school district reached out to elicit information on procedures, curriculum materials, AIS and RTI due to our successful history with the 3-5 state exams. The 5<sup>th</sup> grade team collected and shared information with Downsview.
  - RTI handbook with procedures, forms and intervention ideas shared with staff.
  - Building technology needs are being discussed through a staff survey and after meeting with BOE curriculum committee and technology meetings.
  - Safety and Security – performed two lock down drills with the assistance of Greene PD and State Police. The primary focus has been on sweeping common areas and keeping students in an area away from windows and doors.
  - Library received a rural schools grant of \$1250 for each library to purchase additional books and materials.

**BOARD COMMITTEE  
REPORTS:**

- **Curriculum & Technology Committee:** Board member Youngs stated that the committee met last week with administrators and staff on the district Technology Committee and had a good discussion. The objective of the meeting was to review the Smart Bond. The District Technology Committee is put together a plan and it was decided that there is no rush to submit that portion of the Smart Bond until all input as to what is wanted and needed is received and reviewed.
- Board member Barrows stated that the Smart Bond allows for the opportunity to purchase some big ticket items that would otherwise need to wait until a building project. The need for the inclusion of an IPA in the budget was also discussed. Minutes from the meeting will be sent out to board members.

- Board member McCauley asked if the LINKS Plan should be driving technology needs? Interim Superintendent Daniels stated

**BOARD COMMITTEE  
REPORTS CONT'D.**

that the various plans of the district are integrated and part of what information is used to develop technology needs, as well as reaching out to users to determine what their needs are. The Technology Plan should be completed by January 18<sup>th</sup> and then will be emailed to Board member Youngs to share with the Board.

- Board member McCauley stated that the district needs to Make sure that a fair share of the Smart Bond funds are set aside for classroom technology even if it is one of the last components to be submitted.
- Interim Superintendent Daniels stated that the district has spent over 2 million dollars over the past 10 years on classroom technology. There are additional funds in the budget for technology and we are not relying totally on the Smart Bond funds to purchase technology.
- President Day stated that each section of the Smart Bond will be filled with what funds are needed, not necessarily equally divided.

**- Buildings & Grounds Committee:** Board member Milk, stated that the committee walked through/reviewed the geothermal system. He noted that the new boiler for the pool is keeping the pool at a steady 82 degrees. The committee will do a walk through/review of the high school in January – tentative date of January 12<sup>th</sup>.

- Nothing.

**TRANSPORTATION:**

- Motion made by McCauley, seconded by Crumb, to approve the following resolution:  
**RESOLVED**, that the Board of Education, pursuant to applicable provisions of the New York State Education Law, hereby appoints Mr. Gordon Daniels as the Interim Superintendent of Schools of the Greene Central School District effective January 1, 2017 through December 31, 2017; and  
**BE IT FURTHER RESOLVED**, that the Board of Education adopt and authorize those conditions set forth in the Memorandum of Agreement between the Greene Central School District Board of Education and Mr. Gordon Daniels dated December 21, 2016; and  
**BE IT FURTHER RESOLVED**, that the Board President is hereby authorized to sign said Memorandum of Agreement with Mr. Daniels dated December 21, 2016; and  
**BE IT FURTHER RESOLVED**, that as Interim Superintendent, Mr. Daniels shall possess all authority and responsibility to serve as Superintendent of Schools of the Greene Central School District.

**APPOINT INTERIM  
SUPERINTENDENT OF  
SCHOOLS- GORDON  
DANIELS**

Yes-7, No-0

- President Day stated that the board is grateful and excited to have Mr. Daniels staying on as Interim Superintendent.

**EDUCATION &  
PERSONNEL:**

- **The Superintendent of Schools recommends the following Board action:**

**APPOINTMENT(S):  
JANUARY PRATT -  
BUILDING PRINCIPAL  
(PRIMARY SCHOOL)**

- A motion was made by Crumb, seconded by Youngs, to make the following probationary appointment:  
Name of Appointee: January Pratt  
Tenure Area: Building Principal  
Date of Commencement of Probationary Service: On or Before February 27, 2017

Expiration Date of  
Probation: February 26, 2021  
Certification Status: School Building Leader - Professional  
Yes-7, No-0

**MORNING PROGRAM  
CO-COORDINATOR-  
CHRIS MACK**

- Motion made by Hendershott, seconded by McCauley, to appoint Chris Mack, Teacher, as Morning Program Co-Coordinator, effective January 3, 2017.  
Yes-7, No-0

**SUBSTITUTE ROSTERS**

- Motion made by Youngs, seconded by Milk, to appoint Nicole Mills as a Substitute Teacher Aide and Typist (K-12) for the 2016-2017 school year effective December 8, 2016.  
Yes-7, No-0

**ODYSSEY OF THE  
MIND ROSTER  
MODIFICATIONS**

- Motion made by Youngs, seconded by Crumb, to make the following Odyssey of the Mind roster changes effective December 22, 2016:

- Ashley Roth – remove – unable to coach
- Heather Kriesel – remove ONLY from Division I Coordinator & Coach
- Jaime Milk – change from Division I Coach to Division II Coach
- Beth & Nicholas Specht – change from Division I Unpaid Volunteers to Division II Unpaid Volunteers
- Denise & Michael Pavlovich – add Division II Co-Coaches
- Albert Bolster – add Division II Unpaid Volunteer

Yes-6, No-0, Abstain-1(Milk)

**BUSINESS & FINANCE:  
REVENUE & BUDGET  
STATUS REPORTS**

- Motion made by Milk, seconded by Crumb, to accept the Budget Status Reports for November 2016 for the General Fund, School Lunch Fund, and Federal Grants & Capital budgets as presented.  
Yes-7, No-0

**TREASURER'S REPORT  
FOR EXTRA-CURR.  
ACTIVITY FUNDS**

- Motion made by Hendershott, seconded by Crumb, to accept the Treasurer's Report for the extra-curricular activity accounts for the November 2016 as presented.  
Yes-7, No-0

**INTERNAL CLAIMS  
AUDITOR'S REPORT**

- Motion made by Milk, seconded by Crumb, to accept the Internal Claims Auditor's Report for November 2016 as presented.  
Yes-7, No-0

**BUDGET COMMITTEE  
UPDATE**

- Mark Rubitski, Business Manager, reviewed with the Board the first 7 line items reviewed and tentatively set by the Budget Committee. Discussion was had regarding rejoining NYSBA, the added cost to the budget of \$8,000, the benefits of having a membership (webinars and training), as well as the need for the entire board to take advantage of those benefits in order to make it worthwhile. After review of those 7 line items, the budget is up 2.1% from last year.

**GENERAL BUDGET  
LINE ITEM REVIEW**

- At the Board's request, Mark Rubitski reviewed 3 random line items with the Board.

- A1310 – Day School Tuition – This represents revenue line items for student tuition for RTF students from the Office of Mental Health, reimbursements received from home districts for foster students attending Greene, as well as any out-of-district students paying tuition (currently only 2 remain after the district's change in policy).

**GENERAL BUDGET  
REVIEW CONT'D.**

- A2730 – Refund of Prior Years Expense- Unusual that there is anything in this general fund revenue account. The district did earn revenue from a refund from the BTDC Health Insurance Consortium of \$158,000. The funds in this line item help generate fund balance at the end of the year, if there are no unanticipated expenditures.

- A1620 – Operation of Plant – These line items include all expenditures related to operation of district facilities. Amounts in the "adjustments" line are budget transfers for expenses that were not billed during the current budget year and were carried over.

- Board members will continue to randomly pick budget line items for a further explanation in order to better understand the Revenue and Budget Status Reports as they review them for approval.

**ADDITIONAL  
DISCUSSION  
ITEMS:**

**- 1. Superintendent Search – Final Remarks:**

President Day stated that the Board learned a lot from going through the search process and are satisfied with where the district is at. The Board appreciates Mr. Daniels staying on as Interim Superintendent and feels confident that it is the right thing for the district at this point in time. A search will have to be done at a future date, but the Board needs the remaining year to work on other items. Board member McCauley stated that she is thankful that the entire Board has been able to work together and are unified and comfortable speaking our minds. Board member Hendershott also commented that she is thankful for Mr. Daniels, his experience and willingness to work with the Board.

**- 2. Board Documents Publication:**

President Day stated that the Board's intent is to release portions of packet items that can legally be published. He also stated that some boards use a specific program for that purpose, however, he feels it can be done in one document on the website. He has an idea of how to set this up and will work with Mr. Calice and Mr. Daniels to see if it is possible.

**- 3. Policy Manual:**

Interim Superintendent Daniels handed out a copy of 15 required policies from the Hogan & Sarzynski book that the district purchased. Mr. Daniels asked that the Board review the policies so that a first reading can be conducted at the next board meeting. Mr. Daniels did compare them with the current district policies and did not see any that the district currently has that were not in the Hogan & Sarzynski packet. If the Board follows a process of reviewing 10-15 in-between meetings, the manual should be adopted and in place sometime in April. If Board members have any questions regarding a specific policy, they can let Mr. Daniels know and he will explain them further.

**REVIEW BOARD  
OUTSTANDING ACTION 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
5/4/2016	District Safety Plan	BOE and Superintendent	Feb. 1, 2017
7/6/2016	Annual Appointments Review	BOE and Superintendent	Mar. 15, 2017

\* No Changes.

**REPORT:**

- District Safety Plan - Building principals are developing/reviewing a building plan which will then be combined as a district plan. Hoping to have this completed by February 1<sup>st</sup>.

- BOCES Superintendents have a cap on their salary. Districts are being asked to discuss and send a letter of support for an increase in the salary cap. Interim Superintendent Daniels stated that BOCES Superintendents have a time consuming job with extensive travel within their districts. Mr. Daniels also stated that he is pleased with the new DCMO Superintendent, Perry Dewey. He is a straight shooter and easy to work with.

**PUBLIC COMMENT:  
PRESIDENT DAY**

- President Day stated that he and Board members McCauley and Hendershott enjoyed a festive dinner with Mrs. Griffins' middle school class. All were impressed with the students' attention to detail and the positive experience the staff are providing for those students.

**REVIEW COMMITTEE SCHEDULE:**

<b>Committee Name:</b>	<b>Last Meeting:</b>	<b>Next Meeting:</b>
Budget	Dec. 14, 2016	January 11, 2017 @ 4:00 p.m.
Building & Grounds	Dec. 15, 2016	
Transportation	Nov. 2, 2016	
Employee		
Audit	Sept. 21, 2016	
Curriculum & Technology	Dec. 13, 2016	
Legislative		
Tenure		
Sabbatical		
Policy	Nov. 30, 2016	

**EXECUTIVE SESSION**

- Motion made by Crumb, seconded by Milk, to adjourn to Executive Session for the following at 7:45 p.m.:

- To discuss a matter relating to the performance of a particular person.

Yes-7, No-0

**ADJOURN EXECUTIVE**

- Motion made by Crumb, seconded by Youngs, to adjourn Executive Session at 8:39 p.m.  
Yes-7, No-0

**RECONVENE**

- President Day reconvened the meeting at 8:39 p.m.

**ADJOURNMENT**

- Motion made by Hendershott, seconded by Milk, to adjourn the meeting at 8:42 p.m.  
Yes-7, No-0

Respectfully submitted,

Donna Marie Utter  
District Clerk