

**GREENE CENTRAL SCHOOL, GREENE, NY
BOARD OF EDUCATION REGULAR MEETING
WEDNESDAY, MAY 22, 2019**

A regular meeting of the Greene Central School Board of Education was called to order at 6:00 p.m., by Board President, Brian Milk, in the Board of Education Room, High School/Middle School complex, South Canal Street, Greene, NY.

CALL TO ORDER

- The Pledge of Allegiance was recited.

BOARD MEMBERS PRESENT:

Mr. Brian Milk, President
Mrs. Tammie McCauley
Mr. Nicholas Drew
Mr. Seth Barrows
Mr. Jason Burghardt
Mr. Douglas Markham

ROLL CALL

BOARD MEMBERS ABSENT:

Mr. Scott Youngs, Vice-President

ADMINISTRATIVE STAFF PRESENT:

Mr. Gordon Daniels, Interim Superintendent
Mr. Mark Rubitski, Business Manager
Mr. Timothy Calice, Middle School Principal
Mr. Bryan Ayres, Intermediate School Principal & Director of PE & Athletics
Mrs. January Pratt, Primary School Principal
Mr. Gerald Abbey, Interim Facilities Director

OFFICERS PRESENT:

Mrs. Donna Utter, District Clerk

- Motion made by Burghardt, seconded by Drew, to adjourn to Executive Session at 6:17 p.m. to discuss:
 - To review Special Education placement for particular students and consider them for approval.
 - To discuss a matter leading to the appointment of a particular person.

EXECUTIVE SESSION

Yes-6, No-0

- Motion made by Burghardt, seconded by Markham, to adjourn Executive Session at 6:18 p.m.

ADJOURN EXECUTIVE SESSION

Yes-6, No-0

- President Milk reconvened the meeting 6:18 p.m.

RECONVENE

- 3. BOARD COMMITTEE REPORTS

Add: Policy Committee Report

6. EDUCATION & PERSONNEL

Add: 3. Appointments: Tenure Appointment – McKenzie Townsend

8. DISCUSSION ITEMS

Add: Concession Stand

Add: Subcommittees

ADD/DELETIONS TO AGENDA

- Upon the recommendation of the Committee on Special Education, a motion was made by Burghardt, seconded by Barrows, to approve the following placements:
#710023042; #710023844; #710022813; #710022080;
#710022953; #710022460; #710022391; #710023438;
#710022260; #710022250; #710022344; #710023748;

SPECIAL EDUCATION PLACEMENTS

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- #710022920; #710022830; #710023863; #710023154;
#710022170; #710022617; #710123645; #710023730.
Yes-6, No-0

**APPROVE MINUTES
5/1/19, BUDGET
HEARING 5/13/19,
BUDGET VOTE 5/21/19**

- Motion made by McCauley, seconded by Burgardt, to approve the minutes of the Regular Board meeting held on May 1, 2019, with the following corrections: Page 3, Board Committee Reports, Audit Committee – "The committee will meet on *June 19th* to ..." and on Page 4 Facilities, last bullet – "Mr. Ronald Rapp has volunteered to *install* a batting cage at the varsity field." Also approve the Annual Public Budget Hearing held on May 13, 2019 and the Budget Vote held on May 21, 2019 as presented.
Yes-6, No-0

CALENDAR

- May 24 – No School
- May 27 – Memorial Day Parade Band & Select Chorus-10:00 a.m.
- June 5 – Board of Education Meeting – **5:00 p.m.**

- Motion made by McCauley, seconded by Burghardt to change start time of the June 5, 2019 meeting to 5:00 p.m. due to the Concert.
Yes-6, No-0

- June 5 – Chorus Concert & Jazz Band – 7:00 p.m.
- **June 12 – Retirement Tea – 2:30 p.m. HS Library**
- June 18-24 – Regents Exams
- June 20 – Baccalaureate – 7:00 p.m. - Auditorium
- June 25 – ½ Day for Elementary – 11:00 a.m. Release
- June 26 – Staff Development Day/Rating Day – No Students
- **June 29 – Graduation – 10:00 a.m. – H.S. Gym**
- July 3 – BOE Meeting (**Date change 7/10/19**)
- July 4 - Holiday

**PUBLIC COMMENT:
EVELYN FRAIR**

- Evelyn Frair, handed out invites to the Youth Apprentice Senior Presentations and requested Board members to RSVP to Nate Erickson tonight or tomorrow.

**REPORTS:
SPRING FOOTLIGHTS
REPORT-MRS. BOEL**

- Amanda Boel, Vocal Music Teacher, updated the Board on the activities of Footlights in her Spring Report which included the following highlights:

- *Bye Bye Birdie* Production showcased 47 students (42 high school; 5 middle school).
- Set was built by 10 men from the community – only 3 were parents of cast members.
- Enlisting ideas for the best way to communicate with parents as return communication from parents was challenging.
- 3 high school girls from the BOCES cosmetology program doing hair and make-up for cast members.
- Trying to set up a BOCES training with Syracuse Stage and Scenery for rigging training including safety instructions. Requested help with a BOCES contact to get this scheduled. Grant money is available for a free inspection of our stage rigging.

- Chenango County Council for the Arts was suggested also.

- Lights – Mr. Gerald Abbey, Interim Facilities Director, set up a meeting with Joseph Brainard from Union-Endicott which was incredibly helpful. She requested another session with him when Emily Worsnopp can attend.
 - Sound booth – Power supply was replaced in the school tower and is working well. There were no sound issues during the show.
 - NYC trip through EF Tours was incredible. The tour director shared meaningful history and information and the workshops were very worthwhile. Costs associated with the trip were high, but with advance planning, fundraising could be done to help offset the costs. Would love to do the trip again.
 - Excited to work with the two new art teachers who show a lot of enthusiasm.
 - Enrollment and ensemble participation data was shared with the Board. At the high school level percentage of participation has remained consistent; middle school participation has grown; however, intermediate chorus only has around 20 members and this is a concern for the music department.
 - There is much research to support positive brain function in Response to music and the arts department is trying to evaluate our current state and trying to figure out how to gain excellence.
- Board member Drew asked what she is hearing from her peers as there are many other districts struggling with declining enrollment.
- Amanda Boel stated that other districts are struggling and you could see it at the county level as the number of participants in All County have declined. She also stated that students are being pulled in so many different directions between athletics, work, and school work that she noticed an increased stress level for footlights cast members.
- Board member Markham thanked Mrs. Boel for working with coaches during footlights to try to relieve some of the stress for student athletes.
- Amanda Boel also thanked Interim Superintendent Daniels for hiring her 13 years ago. She had no high school experience, yet he was willing to give her a chance. She was hired a week before footlights auditions were to begin.
- Board member McCauley commented that her daughter has had to roll play as part of her college education and she thanked Mrs. Boel for all those years on stage which helped prepared her.
- Board member Burghardt asked if attendance at the footlights productions are tracked.
- Amanda Boel stated that it is loosely tracked. Attendance is dependent upon the production – Disney shows bring in larger crowds. She purchases 300 programs per night for each show.
- Board member Burghardt commented that Harpursville school has come a couple of times to see productions.

- Amanda Boel stated that a theatre class from Harpursville has come to analyze our production and share their analysis with Mrs. Cole.

ENROLLMENT REPORT - The Enrollment Report for the period ending 4/30/19 with a total student enrollment of 1030 was noted.

BOARD COMMITTEE REPORTS: - President Milk reported on a meeting of the Board Policy Committee prior to the regular Board meeting. The Committee met to review extra-curricular training rules and to give guidance and ideas on how to proceed with changes to the current policy. Bryan Ayres, Director of PE & Athletics, will make some suggested changes and share the policy with the Committee again and then it will be presented to the entire Board for approval.

- The Committee also reviewed a new policy for Procurement: Uniform Grant Guidance for Federal Awards, which will have a Board first reading tonight.

**TRANSPORTATION:
TRIP REQUEST –
GIRLS ON THE RUN**

- Motion made by Drew, seconded by Barrows, to approve the Trip Request of the Girls' on the Run to go to Cooperstown on Sunday, June 2, 2019 using school transportation to participate in a Regional 5K race. Yes-6, No-0

FACILITIES:

- Gerald Abbey, Interim Facilities Director, commented on the following items:

- Bus Garage lights have been installed. Awaiting feedback from the bus garage as to whether they are meeting their needs.
- Grounds work is amping up. Employees were able to keep up with work at the baseball and softball fields through a tough season due to the amount of rain.
- Art caricatures drawn by high school students of high school staff are on display by the high school office and are amazing.

**EDUCATION &
PERSONNEL**

**ABOLISH POSITION(S):
HOLLY MOHR, LTA**

- The Superintendent of Schools recommends the following Board actions:

- Upon the recommendation of the Superintendent, the following resolution of abolishment was made by Drew, seconded by Markahm:

(a) A position is abolished for reasons of economy, effective June 30, 2019, in the tenure area of Licensed Teaching Assistant.

(b) The person currently holding this position Licensed Teaching Assistant is Holly Mohr.

(c) Holly Mohr will retire June 30, 2019, so there is no Impact to personnel.

Yes-6, N-0

BETH KOERTS, LTA

- Upon the recommendation of the Superintendent, the following resolution of abolishment was made by Drew, seconded by Burghardt:

(a) A position is abolished for reasons of economy, effective June 30, 2019, in the tenure area of Licensed Teaching Assistant.

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- (b) The person currently holding this position Licensed Teaching Assistant is Beth Koerts.

(c) Beth Koerts will retire June 30, 2019, so there is no impact to personnel.

Yes-6, No-0

- Motion made by Burghardt, seconded by Markham, to create an Elementary Teacher position effective July 1, 2019.

Yes-6, No-0

**CREATE POSITION(S):
ELEMENTARY
TEACHER**

- Motion made by Burghardt, seconded by Markham, to create a School (Library) Media Specialist position effective July 1, 2019.

Yes-6, No-0

**SCHOOL LIBRARY
MEDIA SPECIALIST**

- Upon the recommendation of the Superintendent and by motion made by Drew, seconded by Markham, the following conditional probationary appointment is hereby made:

Name of Appointee: Mark Wilson

Tenure Area: Building Principal

Date of Commencement

of Probationary Service: July 1, 2019

Expiration Date of Appointment: June 30, 2023

Certification Status: School Building Leader – Pending

Yes-6, No-0

**APPOINTMENT(S):
MARK WILSON -
M.S. BUILDING
PRINCIPAL**

- Upon the recommendation of the Superintendent, and on motion of Burghardt, seconded by Drew, the following probationary appointment is hereby made:

Name of Appointee: Samantha Spalholz-Olbrys

Tenure Area: Art

Date of Commencement

of Probationary Service: September 1, 2019

Expiration Date of

Appointment: August 31, 2022

Certification Status: Visual Art K-12 Professional

Yes-6, No-0

**SAMANTHA
SPALHOLZ-OLBRY-
ART TEACHER**

- Upon the recommendation of the Superintendent, and on motion of Drew, seconded by Markham, the following probationary appointment is hereby made:

Name of Appointee: Samantha Carman

Tenure Area: Art

Date of Commencement

of Probationary Service: September 1, 2019

Expiration Date of

Appointment: August 31, 2022

Certification Status: Visual Art K-12 Professional

Yes-6, No-0

**SARAH CARMAN
ART TEACHER**

- Upon the recommendation of the Superintendent, and on motion of Barrows, seconded by Drew, the following probationary appointment is hereby made:

Name of Appointee: McKenzie Townsend

Tenure Area: Elementary Education

Date of Commencement

of Probationary Service: September 1, 2019

**MCKENZIE TOWNSEND
ELEMENTARY TEACHER**

- Expiration Date of Appointment: August 31, 2023
Certification Status: Early Childhood & Childhood Education - Initial

Yes-6, No-0

**SUMMER WORKERS
USDA SUMMER
FEEDING PROGRAM**

- Motion made by Burghardt, seconded by Markham, to appoint the following individuals as summer workers effective July 1, 2019 through July 31, 2019:

- Carrie Callahan – Summer Feeding Program Worker – July 1 – July 31 @ \$15.00 per hour
- Christa Badger – Summer Feeding Program Worker – July 1 – July 31 @ \$15.00 per hour
- Rosemary Badger – Summer Substitute - \$15.00 per hour
- Tanis Snow – Summer Substitute - \$15.00 per hour
- Nancy Harrington – Summer Substitute - \$15.00 per hour
- Betsy Bush – Summer Substitute - \$15.00 per hour

Yes-6, No-0

**SUMMER DRIVER
EDUCATION
INSTRUCTORS**

- Motion made by Drew, seconded by Markham, to appoint Matthew Butler and Irene DeJager as Summer 2019 Co-Driver Education Instructors.

Yes-6, No-0

SUBSTITUTE ROSTERS

- Motion made by Burghardt, seconded by Markham, to appoint the following individuals to the 2018-2019 Substitute Rosters effective May 23, 2019:

- Mia Hayes – Substitute Teacher K-12
- Katie Sandell – Substitute Custodial Worker

Yes-6, No-0

**NON-INSTRUCTIONAL
SICK BANK REQUEST-
RONALD GENTER- BUS**

- Upon the recommendation of the Non-Instructional Sick Bank Committee, a motion was made by Drew, seconded by Burghardt, to approve the withdrawal of eighteen (18) days from the Non-Instructional Sick Bank by Ronald Genter, Bus Driver, to cover the period of May 13, 2019 through June 7, 2019.

Yes-6, No-0

**MODIFY ACADEMIC
CALENDAR - UPK-6**

- Motion made by Burghardt, seconded by Drew, to modify the academic calendar for grades UPK through 6th by changing June 21, 2019 to be a half (1/2) day of attendance for students.

Yes-6, No-0

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

- Motion made by Burghardt, seconded by Barrows, to accept the Budget Status Reports for April 2019 for the General Fund, School Lunch Fund, and Federal Grants & Capital budgets as presented.

Yes-6, No-0

**TREASURER'S REPORT
FOR ACTIVITY FUNDS:**

- Motion made by Burghardt, seconded Markham, to accept the Treasurer's Report for the Extra-Curricular Activity Funds for April 2019 as presented.

Yes-6, No-0

- Motion made by Burghardt, seconded by Barrows, to adopt the DCMO BOCES Cooperative Purchasing, Generic, and Cafeteria Supplies & Food Bid Resolutions, attached hereto as "Exhibits A, B & C", for 2019-2020 school year and to authorize the Clerk of the Board to certify their adoption.

**BOCES COOPERATIVE
PURCHASING 2019-20**

Yes-6, No-0

- Upon the recommendation of the Superintendent, and after consideration by the Board, a motion was made by Burghardt, seconded by Barrows to approve the following resolution: "RESOLVED, that the Board hereby establishes a sub-fund within the District's current retirement contribution fund already established pursuant to General Municipal Law §6-r, to be known as the Retirement Contribution Reserve Sub-Fund. The sub-fund is established pursuant to General Municipal Law §6-r for the purpose of reserving District funds to pay for New York State Teachers' Retirement System contributions and any other lawful purpose. The source of the funds shall be any unexpended fund balance as voted from time to time by the Board of Education, and any other lawfully appropriated source. The District shall separately administer the sub-fund in accordance with the law."

**ESTABLISH TRS
RESERVE FUND**

Yes-6, No-0

- Board member McCauley asked if there is still a need to keep such a high amount in the other ERS Retirement Account.

- Mark Rubitski, Business Manager, stated that ERS is the non-instructional employees' retirement account and the new TRS is a teaching staff retirement account. He stated that it makes more sense to keep a higher balance in the TRS account as there are three times the number of teaching staff, but as with other reserve accounts, the state sets limits on how and how much can be held in those accounts.

- Motion made by Drew, seconded by Burghardt, to declare the following middle school technology equipment and textbooks as obsolete/surplus and to dispose of the same:
 - 1 – Delta Scroll Saw, Model #D20
 - 1 – Delta Scroll Saw, Model #40-601
 - 1 – Jet Bench grinder and Sander, Model #BGS-8
 - 1 – DeWalt Cordless Drill, Model #DW987
 - 1 – DeWalt Cordless Drill, Model #DC925
 - 1 – Makita 3 3/8" Cordless circular saw, Model #5090D
 - 98 – General Industry and Technology textbook ©1986
 - 20 – Manufacturing Systems textbook ©1990
 - 32 – In the Driver's Seat ©1978
 - 4 – Technology for Tomorrow ©1985

**OBSOLETE/SURPLUS
M.S. EQUIPMENT &
TEXTBOOKS**

Yes-6, No-0

- Motion made by Burghardt, seconded by Markham, to approve the first reading of Policy #86 – *Procurement: Uniform Grant Guidance*, as read.

**POLICY #86 –
PROCUREMENT
UNIFORM GRANT
GUIDANCE**

Yes-6, No-0

- Mark Rubitski, Business Manager, commented that the policy defines the process and procedures for procuring goods or services using federal grant funds. This involves Title and IDA monies the district receives and will be audited by our auditors.

ENGAGEMENT LETTER - Mark Rubitski, Business Manager, reviewed the Engagement letter which has been received from The district's new auditor, Insero & Co. On June 3, 2019 the Auditors will come in to do preliminary work to prepare for the audit and the Audit Committee is welcome to join in on that meeting. On July 20, 2019 the audit will begin.

DISCUSSION ITEMS: - **Reorganizational Meeting** - President Milk suggested July 10th as the date for the Reorganizational meeting to avoid the July 4th holiday and to start the meeting at 5:30 p.m. to allow for regular business to begin at the normal time.

**BOARD MEETING
DATE & TIME
CHANGE** - Motion made by Barrows, seconded by Markham, to change the date and time of the Reorganizational meeting from July 3, 2019 to July 10, 2019 at 5:30 p.m.
Yes-6, No-0

- **Concession Stand** – President Milk stated that he had been approached by Ken Pickard, owner of The Trojan House about upgrading food options at the concession stand. Questions were raised about health department issues, whether or not students would still be allowed to be involved, no fire suppression (cooking hood and compression system). Gerald Abbey, Interim Facilities Director, was asked to check into what would be required and Ken Pickard should contact the Booster Club and work with them on any ideas.

- **Board Committees** – Board member Barrows commented that last year the Board narrowed down the number of committees, but still feels that there are some that have never met and whether or not they are needed.

- Board member Markham commented that the Extracurricular Committee was established to deal with athletic and music issues.

- President Milk stated that the committees can be discussed at the Reorganizational meeting before the committees are set.

- Board member Drew commented that some items went directly through Gerald Abbey, Interim Facilities Director, rather than the committee.

- Amanda Boel commented that she is working on a Footlights Policy which she will share with the Board when complete.

- Timothy Calice, Middle School Principal, commented that a Board's responsibility is setting policy and developing a budget and if the Administration is doing their job, there should be no need for committees. He stated that this is just his opinion and it is the Board's decision as to what committees they want.

- This item will be left under discussion items to be discussed further at the next meeting.

**REVIEW BOARD
OUTSTANDING ACTION LIST:**

Directed Date:	Task:	Responsibility Of:	Report Back:
1/17/2018	Bus Garage outside lighting,	BOE & Facilities Director	Ongoing
5/2/18	Legislative Committee – Community Member – Student Enrollment	BOE	Ongoing
8/1/18	BOE Meeting/One Per Month	BOE	June 5, 2019
9/5/18	Transfer to Capital Reserve	BOE	Ongoing
10/17/18	Training Rules Policy Review	BOE	May 2019
5/22/19	Footlights Policy	Amanda Boel	August 2019

- Remove Bus Garage outside lighting – completed.
- Training Rules Policy – leave on should be able to be removed at the next meeting.
- Add: Footlights Policy – due in August

Interim Superintendent Gordon Daniels reported on the following: SUPERINTENDENT'S REPORT

- Interim Superintendent Daniels, asked Timothy Calice to speak regarding a possible Feasibility Study.
 - Timothy Calice commented that over the years combining the two elementary campuses has been discussed when planning past building projects possible budget savings through administrative costs. Because the district is looking at a possible small capital project in 2019 and a larger one in 2025, he feels it is important for the district to do a feasibility study regarding space and most cost effective use of that space at the elementary campuses.

Tim met with Alan Pole (who does feasibility studies), Mark Rubitski, and fiscal advisors regarding a possible study for creating a K-5 building. Areas of study would include student enrollment, program needs, and facilities potential for classroom uses. This would allow an outside source to review our current arrangements and what would be the best use of our spaces going forward, which will allow everyone to be well informed before any future capital project decisions are made.

Tim asked that a Feasibility study be done and completed by September 1st. The process normally would take 6 months to a year. If the Board is in favor of the study, they could approve the process at the June 5th meeting

- Board member Barrows asked if the feasibility study would offer the optimum configuration for the K-5 facility only. He commented that he knows of a similar study in another district where some have said 5-8 or 4-8 are more optimal. Why choose K-5.
- Tim Calice stated that the only parameter given to Alan Pole was a K-5 study because those are the grade levels currently located at those facilities. If down the road the Board wants to increase that to a more in-depth process, Alan Pole will have the base information and could add on to the study. The study does not prevent us from considering a different grade configuration.

- Board member Drew asked if the district has the money to be able to do the study. He feels it is well worth doing, but was concerned about waiting until the June 5th meeting to approve given the short timeline.

- Timothy Calice stated that the cost is \$10,000 and would come out of money that is left over from previous capital projects. He also stated that June 5th approval will allow plenty of time as initially we will have to provide a lot of documentation.

- Board member McCauley voiced a concern about being careful moving forward and emphasizing to the community that it is just a study.

- Timothy Calice stated that it is purely a study to provide information to the district. Mark Rubitski, Business Manager, is working with fiscal advisors to look at any capital project timeline and what size project is best and how to allow more time to figure out the particulars of any capital project and inform the community of district plans.

**REVIEW COMMITTEE
SCHEDULE:**

Committee Name:	Last Meeting:	Next Meeting:
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	March 1, 2019	
Tenure	April 17, 2018	
Extra-Curricular		
Policy	Sept. 28, 2018	

**PUBLIC COMMENT:
INTERIM SUPT.
DANIELS**

- Interim Superintendent Daniels commented that he has filled in as Interim Superintendent for 3 years to allow the Board enough time to prepare and complete their search for a new Superintendent. He feels the district has found a leader in Timothy Calice. The district is setting a good course by hiring good administrative building leaders. He is excited to see where the district is headed and wished the district the best.

JASON BURGHARDT

- Board member Burghardt commented on the concerts last week by Mrs. Boel, Ms. Kriesel, and Mr. Sininger which were excellent.

EXECUTIVE SESSION

- Motion made by Drew, seconded by Markham, to adjourn to Executive Session at 8:04 p.m. for the following:

- To discuss the performance of a particular person.
- To discuss a labor relation matter involving the Bus Drivers' Unit.

Yes-6, No-0

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- Motion made by Barrows, seconded by Markham, to adjourn Executive Session at 9:18 p.m.
Yes-6, No-0

**ADJOURN
EXECUTIVE
SESSION**

- President Milk reconvened the meeting at 9:18 p.m.

RECONVENE

- Motion made by Barrows, seconded by Markham, to adjourn the meeting at 9:18 p.m.
Yes-6, No-0

ADJOURNMENT

Respectfully Submitted,

Donna Marie Utter
District Clerk