

**GREENE CENTRAL SCHOOL
GREENE, NEW YORK
BOARD OF EDUCATION MEETING
WEDNESDAY, NOVEMBER 4, 2015**

A Board of Education meeting was called to order at 7:03 p.m. by President, Ethan G. Day, in the Board of Education conference 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. Timothy Crumb, Vice-President
Mrs. Helen Hunsinger
Mrs. Karen Hendershott
Mr. Brian Milk
Mr. Scott Youngs

BOARD MEMBERS ABSENT:

Mrs. Tammie McCauley

ADMINISTRATIVE STAFF PRESENT:

Mr. Jonathan Retz, Superintendent
Mr. James B. Walters, High School Principal
Mr. Timothy Calice, Middle School Principal
Mr. Bryan Ayres, Director of PE & Athletics, Intermediate School Principal
Mrs. Shelly Richards, Primary School Principal
Mr. Jordon Lilley, Buildings & Grounds and Transportation Supervisor

OFFICERS PRESENT:

Mrs. Donna Utter, District Clerk

- The Pledge of Allegiance was recited.

- Motion made by Crumb, seconded by Youngs, to adjourn to Executive Session for the following at 7:04 p.m.:

EXECUTIVE SESSION

- Review Special Education Placements for particular students and to consider them for approval.
- To discuss the employment history of a particular person.

Yes-6, No-0

- Motion made by Crumb, seconded by Hunsinger, to adjourn Executive Session at 7:38 p.m.

ADJOURN EXECUTIVE

Yes-6, No-0

- President Day reconvened the meeting at 7:40 p.m.

RECONVENE

3. REPORTS

Add: 2. DCMO BOCES Report – Gray Stevens

**ADD./DELETIONS
TO AGENDA**

5. TRANSPORTATION

Add: 1. Staffing Update

6. EDUCATION & PERSONNEL

1. Appointment(s): Add:

Coaching:

- Megan McDermott – Modified 7th Gr. Girls' Basketball Coach
- Kris McDermott – Modified 7th Gr. Girls' Basketball Volunteer Coach

Add: 4. Lifeguard - Tim Sininger

Add: 5. Courtney Karszes - Varsity Boys' Asst. Swim Coach

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**SPECIAL EDUCATION
PLACEMENTS**

- Upon the recommendation of the Committee on Special Education, a motion was made by Crumb, seconded by Youngs, to approve the following placement(s): #710123640; #710022303; #710023338; #710023353; #710023325.
Yes-6, No-0

**APPROVE MINUTES
10/21/15**

- Motion made by Hendershott, seconded by Crumb, to approve the minutes for the regular meeting held on October 21, 2015, as presented.
Yes-6, No-0

CALENDAR

- November 6 – Health Insurance Consortium – 6:30 p.m.
- November 6-7-8 – Footlights Presents *Peter Pan Jr.*
- Nov 9th Morning Program – Veterans' Day Program
- November 11 – Veterans' Day
- November 14 – Father/Daughter Dance
- ~~November 18 – Board of Education Meeting~~ – Cancelled
- November 25-27 – Thanksgiving Recess
- November 30 – Board of Education Meeting @ 7:00 p.m. (Special Date for BOCES Vote)
- December 1 – HS Winter Concert – 7:00 p.m.
- ~~December 2 – Board of Education Meeting~~ – Cancelled
- December 4 – ½ Day K-5 for afternoon parent conferences
- December 7 – College Financial Aid Night –6:00 p.m.–Auditorium
- December 9 – Budget Cmte. Meeting – 4:00 p.m.
- December 10 – MS Winter Concert – 7:00 p.m.
- December 11 – ½ Day K-5 for afternoon parent conferences

PUBLIC COMMENT:

- None.

REPORTS:

ENROLLMENT REPORT

- The Enrollment Report ending September 25, 2015 with a total enrollment of 1026 was noted.

**DCMO BOCES REPORT
– GRAY STEVENS,
CHIEF OPERATING
OFFICER**

- Mr. Gray Stevens, Acting Chief Operating Officer, stated that he is touring the DCMO BOCES component school boards introducing himself and to update the districts on the BOCES leadership transition. NY State appointed Allen Buyck as the Interim District Superintendent and created the position of Chief Operating Officer, which Gray Stevens is currently filling. The state recently completed a study to determine whether the DCMO BOCES remains the same or if changes are warranted. The Commissioner will review the study and make a final determination. Once the decision is made, then if the BOCES remains as is, a search for a District Superintendent will be conducted. Mr. Stevens indicated that he does not foresee any major changes to the current BOCES system. Due to the rural setting of the DCMO BOCES, it would be difficult to have neighboring BOCES absorb the current component districts.

**BOARD COMMITTEE
REPORTS**

- Budget Committee Report:

Board member, Helen Hunsinger, stated that the Budget Committee held their kick-off meeting to develop goals and the budget calendar, which are included in the board packet. She stated that while the budget picture is grim, the committee, Board and administrators will work through it. Board member, Scott Youngs, stated that while he was unable to make the committee meeting, he did meet with Mr. Rubitski to discuss the information shared with the committee.

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TRANSPORTATION:
STAFFING UPDATE**

- Jordon Lilley, Transportation Supervisor, stated that the Transportation Committee met prior to the Board meeting to discuss staffing issues. Mr. Lilley stated that the current shortage of bus drivers area-wide, is the worst he has seen. Drivers are required to double up runs on a daily basis, and while Mr. Lilley is grateful for their cooperation, it is putting added stress on the current drivers. The committee discussed hiring 2 additional full-time drivers. The Board was in agreement with the Committee's recommendation and positions will be posted and created at the November 30th meeting.

EDUCATION & PERSONNEL:

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

- Board member, Scott Youngs, stated that he would like to see action items on the Agenda prior to the meeting and not given as add-ons during the meeting.

**APPOINTMENT(S):
SUBSTITUTE ROSTER
ADDITIONS**

- Motion made by Hunsinger, seconded by Crumb, to appoint the following individuals to the Substitute Rosters for the remainder of the 2015-2016 school year:

- Jason Burghardt – Substitute Teacher K-12
- Ronald Genter – Substitute Bus Monitor

Yes-6, No-0

- Motion made by Hunsinger, seconded by Crumb, to appoint the following individuals to the 2015-16 Coaching Roster:

**COACHING ROSTER
ADDITIONS**

- Rick Tallman – 8th Grade Boys' Basketball
- Megan McDermott – 7th Grade Girls' Modified Basketball
- Kris McDermott – 7th Grade Girls' Modified Basketball Volunteer Asst.

Yes-6, No-0

- Motion made by Hunsinger, seconded by Crumb, to appoint the following individuals as Odyssey of the Mind Coaches and/or Coordinators for the 2015-2016 school year:

**ODYSSEY OF THE
MIND COACHES &
COORDINATORS**

- Heather Kriesel – Coordinator & Coach (Secondary)
- Tim Sininger – Coach
- Michelle Marker – Coach
- Dianne Evans – Coordinator & Coach (Elementary)
- Sarah Atwood – Coach

Yes-6, No-0

- Motion made by Hunsinger, seconded by Crumb, to approve the Unpaid Family Leave of Absence request of Sarah Wiggins, Director of Special Services, for October 27, 2015 through November 20, 2015.

**UNPAID LEAVE OF
ABSENCE – SARAH
WIGGINS - DIRECTOR
OF SPECIAL SERVICES**

Yes-6, No-0

- Motion made by Hunsinger, seconded by Crumb, to approve the request of the 8th Grade Class to go to Washington, D.C. on May 18-20, 2016 by charter bus, pending final approval of transportation by the Transportation Supervisor.

**8TH GRADE CLASS
TRIP – WASHINGTON,
D.C.**

Yes-6, No-0

- Motion made by Hunsinger, seconded by Crumb, to appoint Timothy Sininger as a Lifeguard for the 2015-2016 school year.

**LIFEGUARD ROSTER
ADDITION**

Yes-6, No-0

- Motion made by Milk, seconded by Youngs, to appoint Courtney Karszes as the Varsity Boys' Swim Assistant Coach for the 2015-2016 season pending posting and no internal candidate interest.

**COURTNEY KARSZES
V. BOYS' SWIM ASST.
COACH**

Yes-6, No-0

BUSINESS & FINANCE:

**REVENUE & BUDGET
STATUS REPORTS**

- Motion made by Hendershott, seconded by Crumb, to accept the Revenue & Budget Status Reports for September 2015 for the General Fund, School Lunch Fund, and Federal Grants & Capital Budgets as presented.
Yes-6, No-0

**TREASURER'S REPORT
FOR ACTIVITY ACTS.**

- Motion made by Hunsinger, seconded by Youngs, to accept the Treasurer's Report for the Extracurricular Student Activity Accounts for September 2015 as presented.
Yes-6, No-0

BUDGET CALENDAR

- Motion made by Hunsinger, seconded by Crumb, to accept the 2016/17 budget calendar as presented.
Yes-6, No-0

**BUSINESS & FINANCE
OPERATIONS UPDATE:**

- A report setting forth completed tasks and upcoming priorities related to business and finance operations was shared with the Board. Some of the completed tasks included: Phase I of the Capital project; SAMS Financial Reporting to NYS; Affordable Care Act compliance requirements; and completion of district audits.

- Punch list items from Phase I of the Capital Project that need to be completed include: color blending of the terrazzo flooring upstairs at the high school where lockers were removed; new lock sets for the MS/HS – should be installed over Thanksgiving recess; some additional doors and hardware which will be completed as second shift work so as not to disrupt the school day.

DISTRICT INFORMATION

TECHNOLOGY UPDATE:

- A report outlining technology updates was shared with the Board. Technology initiatives included: migration to Office 2013; new IPEVO document cameras installed in classrooms; new desktop computers connected to Epson projectors; roll out of Chrome Books to students grades 9-11; and ongoing management software for I-Pads.

- High School Principal, James Walters, updated the Board on the recent upgrade to the high school technology room for CAD (computer assisted design) classes. The room is now equipped with 25 new faster processing computers with 22" monitors to aid students in working with designs on the computer. This is a part of the progression of STEM classes at the high school level.

BUILDINGS & GROUNDS

**&TRANSPORTATION
UPDATE:**

- A report outlining Buildings & Grounds and Transportation tasks/projects completed and future initiatives was shared with the Board.

Buildings & Grounds: Completed tasks: water to concession stand; sealcoating at all campuses; PA system at Intermediate; competitive and recreational diving boards installed; boiler pump controls replaced; and address heating and cooling system issues.
- Future Initiatives: nature trail/forest management; energy management study; LED lighting; building condition survey; and safety and security systems review.

- An estimate of \$9,000 was received to demolition and rebuilding the baseball dugout. Possibility of obtaining outside help with the demolition to save money has also been discussed.

- **Transportation:** Completed tasks: sealcoating; surplus school buses sold on EBay; installation of additional propane tank for fuel station and purchase of used van to replace old food bus transport from lower to upper campus.
- Future Initiatives: staffing/work balancing; 2016-17 bus purchase Proposal; propane bus initiatives with Blue Bird & NY Bus Sales.

- Mark Rubitski, Business Manager, gave the Board information regarding reserve funds that may be used by NY school districts and their purpose, source and restrictions. Mr. Rubitski is asking the Board to consider two new reserves. A Repair Reserve in the amount of \$100,000 to pay for cost of repairs to capital and equipment. A Capital Reserve in the amount of \$1,000,000 –o \$1,500,000 to pay the cost of any object (buildings and equipment) or purpose for which bonds may be issued. Could be used for the local share of a future capital project. This was given for the Board to review for future consideration.

**RESERVES
DISCUSSION:**

- As discussed previously, a credit card is necessary for certain purchases. President Day indicated that the Board already has a policy in place approving the use/maintenance of a district credit card. He suggested that the Board clean-up wording in the old policy with a possible first reading at the November 30th meeting.

**NBT BANK CARD
DISCUSSION:**

- **1. Board of Education Goals:**
 - President Day reviewed with the Board some ideas for each of the goals. Through discussion, the following bullet items were agreed upon:

**ONGOING
DISCUSSION ITEMS:**

Cultivate and maintain partnerships with students, parents, staff, and the Greene community.

- Initiate the development of a District-wide social media plan.
- Establish a calendar to tentatively schedule Board Member attendance at school events. The purpose is to increase the Board's visibility and to demonstrate our interest in District culture and happenings.

Support the District's LINKS developed goal of "strengthening literacy across the content areas."

- Request periodic administrative and faculty updates and/or presentations on progress toward the established LINK's goal/s and PD initiatives toward addressing said goal/s.

Research, identify, and participate in targeted school board professional development with the intent of strengthening the Board's effectiveness.

- Refine the Board's process for identifying PD needs. Through this process, the BOE will identify and prioritize PD needs annually.
- Consider and schedule targeted PD or in-service options through NYSSBA, Hogan & Szarzynski LLC, the District Superintendent and other services providers that would best meet identified needs.

- The bullet items will be reviewed further by the Board with any adjustments Made prior to their approval at the November 30th meeting.

**OUTSTANDING BOARD
ACTIONS LIST**

<u>Bd. Mtg. Directed</u>	<u>Task To Be Completed</u>	<u>Responsibility Of</u>	<u>Report Back</u>
3/7/07	Policy/Procedure Manual	Board and Superintendent	Ongoing
7/15/15	Chrome Book Classroom Use	Board and Superintendent	Jan. 2016
4/28/15	Budget Presentation/BOCES Budget		TBD
10/7/15	Dept. Chair Update Work Session		Jan. 2016
10/21/15	Update on Innovative Practices Mini-Grants		Nov-Jan

**SUPERINTENDENT'S
REPORT**

- Superintendent Retz reported on the following:

1. Albany Update – Commissioner is on a "listening tour" around the state. Chancellor Tish is retiring. New chief education aid is a retired Superintendent and it is hoped that this will provide more insight into school needs. There are many new appointments at SED and Superintendent Retz made the list available to anyone who is interested.

2. October 9th Survey Results – Superintendent Retz shared the results of the staff survey of their feedback from the October 9th literacy and technology offerings on the staff development day.

3. Driver Education – There are two internal individuals interested however, NYS will not allow them to teach the classroom portion of driver education unless they are a certified teacher. Possibility of having one person do the classroom instruction and one the behind the wheel instruction. BCC also offers certified individuals who can teach the course.

4. Interscholastic Athletic Program Review – Bryan Ayres will pull last year's season end reports for the Board's review.

5. Legislative Breakfast – Will be December 5th at the Silo. Superintendent Retz will share the CSA's position statement with the Board. The group is also reaching out to new Senator Akshar for a meeting to brief him on school district needs in our area.

**PUBLIC COMMENT:
SUE PROSCIA**

- Sue Proscia, Head of Bus Drivers Group, thanked the Board for approving the creation of 2 bus driver positions. She also stated that while everyone has been working together to make the situation work, the sooner extra drivers can be hired, the better.

**MERYT
ALLMENDINGER**

- Meryt Allmendinger, Bus Driver, thanked the Board for listening to the bus drivers' concerns, and everyone in the Transportation Department for stepping up and helping out. She also stated that a cross walk from Page Street to South Canal would be helpful, due to the amount of traffic at dismissal time between walking students, bus drop offs, and Raymond dismissal time.

BRIAN MILK

- Board member Milk attends Town Board meetings and will bring up that suggestion.

HELEN HUNSINGER

- Board member Hunsinger commented on the recent Heroin Awareness forum which she found very informative and well put together. She thanked Chris Paske, Mr. Trass, and everyone else involved in putting together the program.

- Marie Scofield, GTA President and teacher, encouraged everyone to attend the Middle School Footlights program, Peter Pan. She also stated that the district should provide insurance to those employees who qualify under the Affordable Care Act and not wait until a hired consultant tells them to do so.

- Motion made by Crumb, seconded by Milk, to adjourn to Executive Session for the following at 9:07 p.m.:
 - To discuss the collective bargaining negotiations involving the Greene Administrators' Association.
 - To discuss the collective bargaining negotiations involving the Greene Typists' group.
 - To discuss the collective bargaining negotiations involving the Greene Bus Drivers' group.

EXECUTIVE SESSION

Yes-6, No-0

- Motion made by Hunsinger, seconded by Youngs, to adjourn Executive Session at 9:42 p.m.

ADJOURN EXECUTIVE

Yes-6, No-0

- President Day reconvened the meeting at 9:43 p.m.

RECONVENE

- Motion made by Hendershott, seconded by Milk, to adjourn the meeting at 9:43 p.m.

ADJOURNMENT

Yes-6, No-0

Respectfully submitted,

Donna Marie Utter
District Clerk