

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

A Board of Education meeting was called to order at 6:07 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. Tammie McCauley
Mr. Seth Barrows

BOARD MEMBERS ABSENT:

Mrs. Karen Hendershott
Mr. Scott Youngs

ADMINISTRATIVE STAFF PRESENT:

Mr. Mark Rubitski, Business Manager
Mr. James Walters, High School Principal
Mr. Bryan Ayres, Intermediate School Principal
Mrs. Shelly Richards, Primary School Principal
Mr. Jordon Lilley, Transportation and Buildings & Grounds Supervisor

OFFICERS PRESENT:

Mrs. Donna Utter, District Clerk

- Motion made by Crumb, seconded by McCauley, to adjourn to Executive Session for the following at 6:08 p.m.:
 - To review special education placements for particular students and to consider them for approval.
 - To discuss the employment application of a particular Person under consideration for a substitute aide position.

EXECUTIVE SESSION

Yes-5, No-0

- Motion made by Milk, seconded by Crumb, to adjourn Executive Session at 6:27 p.m.

ADJOURN EXECUTIVE SESSION

Yes-5, No-0

- President Day reconvened the meeting 6:28 p.m.,

RECONVENE

7. BUSINESS & FINANCE

Delete #2 – Obsolete Intermediate Library Books

1. ROUTINE

Add #6 – Appointment of Community Committee for Superintendent Search

8. ADDITIONAL DISCUSSION ITEMS

Add #1 – Superintendent Search Update

#2 – Committee Use

ADD/DELETIONS TO AGENDA

- Upon the recommendation of the Committee on Special Education, a motion was made by Crumb, seconded by Milk, to approve the following placement(s):
#710023524; #710125216; #710022080; #710023448;
#710022250; #710123494; #710022541; #710022840;
#710023374.

SPECIAL EDUCATION PLACEMENTS

Yes-5, No-0

- Motion made by Crumb, seconded by Milk, to approve the minutes for the regular meeting held on September 7,

**APPROVE MINUTES
9/7/16 & 9/8/16**

- 2016 and the special meeting held on September 8, 2016, as presented.
Yes-5, No-0

CALENDAR

- September 22 – Intermediate Open House – 6:30 p.m.
- September 27 - Special Board Meeting – Executive Session for Superintendent Search Interviews, First Round – 5:15 p.m.
- September 27 – High School Open House – 6:30 p.m.
- September 28 – Special Board Meeting – Executive Session for Superintendent Search Interviews, First Round – 5:30 p.m.
- September 29 – Primary School Open House – 6:30 p.m.
~~- September 30 – Workers' Compensation Insurance Alliance Mtg. – 6:30 p.m. – Cancelled~~
- October 5 – Board of Education Meeting – 6:00 p.m.
- October 7 – Regular School Day (change in calendar)
- October 10 – Columbus Day – No School
- October 12, 2016 – CCSB Meet & Greet – Bainbridge
- October 13 – Board of Education Work Session w/Search Cmte. Members – 3:00 p.m. – High School Library
- October 14 – Homecoming
- October 15 – Homecoming Dance
- October 19 – Board of Education Meeting – 6:00 p.m.
- October 21 – Staff Development Day (change in calendar)
NOTE – Early Dismissal Drill scheduled for October 21 will be held October 28

**APPOINT COMMUNITY
COMMITTEE**

- Motion made by Milk, seconded by McCauley, to appoint the the following individuals to the Superintendent Search Community Committee:

Beth Daniels	Jonalyn Cooper
Molly Stolarcyk-Nolan	Leslie Koopman
Rev. Curtis Whitman	Joe Roth
Paula Estabrook	Mayor Phillip Brown
Robert Brooks	Steve Page

Yes-5, No-0

**PUBLIC COMMENT:
SHELLY RICHARDS**

- Shelly Richards, Primary School Principal, announced that Board members would be introduced at morning program on Monday, September 26th at 8:05 a.m. She also announced that transportation employees would be introduced on September 30th. Mrs. Richards introduced Alyssa Stolarcyk, School Psychologist.

SUE PROSCIA

- Sue Proscia, Bus Driver, thanked board member McCauley for providing a birthday cake which she shared with others in the transportation department.

**REPORTS:
WEST & CO. –
EXTERNAL AUDIT**

- Michael Rossi from West & Co. presented the external audit. He stated that when meeting with the Audit Committee prior to the board meeting, a few minor changes were noted and will be corrected and a new document will be sent electronically. The audit of financial statements including balance sheets, revenues and expenditures received an unqualified opinion, or clean audit. The district is in a good financial position at this time. He cautioned that the district should continue to be cautious with spending. A compliance audit on Special Education, Extracurricular Activity Funds and Federal Aid was also completed with no compliance issues found.

- Building & Grounds Committee –

Board member Milk stated that the Buildings & Grounds Committee is reviewing the Building Condition Survey and touring the facilities to determine what has been done and what needs to be done. They began with the athletic fields and noted the following items, some of which are contained in the Building Condition Survey:

- Connecting concession stand to sewer system;
- New concession stand with bathroom facilities;
- Replacing grass along the side of the visitor bleachers with stones or turf;
- Replace artificial turf in 5 years;
- Storage for equipment – possibly under the bleachers;
- Dugout or protection area for Varsity Softball field;
- Roofing over press box for protection of cameras;

- The Buildings & Grounds Committee are trying to keep their tours to an hour and he stated that “tag alongs” are welcome, however, they will not get into discussions regarding various specific items.

- Audit Committee –

Board member McCauley stated that they met to review the Comptroller’s recommendations. It appeared that we have responded to the three audits performed last spring, but some questions regarding the financial conditions audit response was still a concern.

- Board member Barrows stated that it appears we may need policies to cover distribution of interest for the extracurricular accounts, one pertaining to reserves, and an oversight policy. Mark Rubitski, Business Manager, will check with the attorneys on the need for the policies and if needed, it was noted that Erie BOCES has some similar policies that can be used to develop ours.

- Mark Rubitski will find the financial conditions audit response letter for the Board to review and it can be acted on at one of the meetings next week prior to the October 5th deadline if needed.

- None.

TRANSPORTATION:

EDUCATION & PERSONNEL:

- The Superintendent of Schools recommends the following Board action:

- Motion made by Crumb, seconded by McCauley to appoint the following individuals to the Substitute Roster for the 2016-2017 school year effective September 22, 2016:
 - Stacy Monticciolo – Substitute Teacher Aide UPK-2
 - Logan Mowatt – Substitute Teacher Aide K-12
 - Elizabeth Browning – Substitute Teacher Aide UPK-12 and Substitute Typist K-12

Yes-5, No-0

**APPOINTMENT(S):
SUBSTITUTE ROSTER**

- Motion made by Milk, seconded by Crumb, to modify the previous appointment of Alyssa Stolarczyk, School Psychologist, to change the start date from October 3, 2016 to September 26, 2016 and starting salary to step M-4.

Yes-5, No-0

**MODIFY ALYSSA
STOLARCZYK APPT.**

- Motion made by Crumb, seconded by Milk, to accept the Internal Claims Audit Report for August 2016 as presented.

Yes-5, No-0

**BUSINESS & FINANCE:
INTERNAL CLAIMS
AUDITOR REPORT**

**OPPORTUNITIES FOR
CHENANGO LEASE
AGREEMENT**

- Motion made by Milk, seconded by McCauley, to approve the Lease Agreement between Opportunities for Chenango and Greene Central School District for September 1, 2016 through June 30, 2017 at a monthly cost of \$450.00 and to authorize the Board President to sign said Lease Agreement on behalf of the District.
Yes-5, No-0

**TRANSPORTATION
CONTRACT W/SETH
BARROWS**

- Motion made by Milk, seconded by Crumb, to approve the Transportation Contract between Greene Central School and Mr. Seth Barrows for student transportation, September 8, 2016 through June 16, 2017 at the cost of \$.54 per mile and to authorize the Board President and Superintendent to sign the same on behalf of the district.
Yes-4, No-0, Abstention-1(Barrows)

**SCHOOL LUNCH
PROGRAM UPDATE**

- The Board reviewed the proposed budget for the School Lunch Program for 2016-2017. The program has a \$38,000 fund balance which will be used this year to help balance the budget. It will be necessary to supplement this program in the future.
- Figures for the 2016 Summer Feeding Program were also reviewed. The program was successful and made a profit of \$4153. The program only ran 3 weeks this year instead of the usual 4 weeks.

**ADDITIONAL DISCUSSION
ITEMS:**

1. Superintendent Search Update – President Day stated that the Board is pleased with where the search is to-date. The Board reviewed 9 candidates and have narrowed the candidates down to 4 individuals for the first round interviews. President Day stated that this should be a competitive process. He also stated that names of the 4 candidates will not be released to the public.
- President Day commented on the district's announcement that Gordie Daniels will stay on as Interim Superintendent for the full academic year, making the transition process smoother.

2. Committee Use – President stated that he would like to see a standardized process and meetings more regularly for the various Board committees. He suggested a flow chart be included on Board agendas setting forth when the committees will meet and topics to be discussed. Since charters are not available for all committees and some need to meet more often than others, perhaps the first meeting of these committees could be spent developing the outlines of what the procedures/charter for each committee will look like. It was also noted that questions still remain whether or not committee meetings are open to the public.

**REVIEW BOARD
OUTSTANDING ACTION LIST**

Directed Date:	Task:	Responsibility Of:	Report Back:
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	Sept. 21, 2016
6/15/2016	Comptroller Audit CAP	BOE and Superintendent	Sept. 21, 2016
7/6/2016	Annual Appointments Review	BOE and Superintendent	Mar. 15, 2017

- **District Safety Plan** – Nothing new to report back on at this time. Concerns were discussed and there is nothing more the Board can do at this time. Change the report back date to February 1, 2017 meeting.

- **Comptroller Audit Corrective Action Plan** – This item can be removed as it will be resolved at the next meeting when Mark Rubitski forwards a copy of the letter to the Board.

- **Athletic Report Review** – Interim Superintendent, Gordie Daniels, has met with the coaches and discussed concerns and expectations with them. The Board felt that this should alleviate most of their concerns. Additional concerns discussed were:

- Participation in away scrimmages – Bryan Ayres, Director of PE and Athletics, stated that permission has been granted for Varsity and JV teams to participate in one away scrimmage.
- AED location on the turf field – Bryan Ayres stated that the location of an AED in the high school gym meets the requirements, however they are looking into a secure location for the device closer to the field.
- Availability of ice – The district has recently purchased another freezer to replace the one in the official's room which held ice from the ice machine in the cafeteria and is available to all coaches. Access to the ice machine in the cafeteria is limited. Installing an ice machine at the Intermediate/Primary campus would be very expensive.
- End of the Year Reports – This is part of a coaches duties and the district has limited recourse if one is not turned in. Possibility of not reappointing a coach was discussed.
- Having a speaker similar to the one used this fall to speak with parents and athletes was suggested to be done yearly.

This item can be removed from the outstanding action list.

- None.

**SUPERINTENDENT'S
REPORT**

- Board member McCauley announced that the Chenango County School Boards meet and greet will be October 12th and the next regular meeting will be September 26, 2016. President Day asked that Board member McCauley send the information to Donna and Theresa to put on calendar.

**PUBLIC COMMENT:
TAMMIE MCCAULEY**

- Marie Scofield, GTA President, thanked Board member McCauley for the candy she provided at Open House. She also thanked Bryan Milk and the Buildings and Grounds Committee for starting walking evaluations of the district's facilities and noted that all staff are not surveyed regarding the Building Condition Survey. On behalf of the coaches, she thanked the Board for reading the end of the year reports and noted that some of the items mentioned have been going on for over a year. She suggested maybe a freezer at the primary/intermediate school would alleviate some of the ice issues.

MARIE SCOFIELD

- Bryan Ayres announced that there will not be a Girls' Modified Soccer team due to numbers. Several schools in our conference are having the same problem. Mr. Ayres stated that due to the number of required practices, they do not have the opportunity to join another sport at this time.

BRYAN AYRES

- Tammie McCauley announced that Mrs. Boel has 71 students interested in footlights this year. She also suggested that perhaps the Chenango County School Boards Association could notify the state how having so many fall sports offerings are impacting girls' teams.

MARK RUBITSKI

- Mark Rubitski stated that he sent the Board a project update via email. Tennis courts will open tomorrow, auditorium progressing with a substantial completion date of October 10th, weight room will be another week as we are waiting on flooring, and middle school window replacement will be on site October 6th and will be installed during 2nd shifts.

- Mr. Rubitski also commented that the district hired Welliver as the district's construction manager and they have done an outstanding job. Initial time frames set by contractors have run into difficulties and therefore slowed down completion of the project. Possible legal means to address these concerns was pursued, but is not feasible. This is an area that the Board would like looked at more closely in future projects – what are the consequences for failing to meet substantial completion dates.

- Announcing the lighting of the tennis courts one day a week for community use was also suggested as a nice gesture in light of the additional work and closed dates that were required during the summer project.

TAMMIE MCCAULEY

- Board member McCauley stated that she appreciated the time and effort put in by staff who had to wait to get into their rooms and prepare for the start of school.

EXECUTIVE SESSION

- Motion made by Crumb, seconded by Milk, to adjourn to Executive Session for the following at 7:36 p.m.:

- To discuss the employment histories and professional qualifications of particular candidates under consideration for the position of Superintendent of Schools.

Yes-5, No-0

ADJOURN EXECUTIVE

- Motion made by Crumb, seconded by Milk, to adjourn Executive Session at 8:19 p.m.

Yes-5, No-0

RECONVENE

- President Day reconvened the meeting at 8:22 p.m.

ADJOURNMENT

- Motion made by McCauley, seconded by Milk, to adjourn the meeting at 8:22 p.m.

Yes-5, No-0

Respectfully submitted,

Donna Marie Utter
District Clerk