

**GREENE CENTRAL SCHOOL
GREENE, NEW YORK
BOARD OF EDUCATION MEETING
WEDNESDAY, DECEMBER 16, 2015**

A Board of Education meeting was called to order at 7:00 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 (left @ 10:10 p.m.)
Mr. Brian Milk
Mr. Scott Youngs (left @ 10:15 p.m.)
Mrs. Tammie McCauley
Mrs. Karen Hendershott

ADMINISTRATIVE STAFF PRESENT:

Mr. Jonathan Retz, Superintendent
Mr. Mark Rubitski, Business Manager
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
Mrs. Sarah Wiggins, Director of Special Programs

OFFICERS PRESENT:

Mrs. Donna Utter, District Clerk

- The Pledge of Allegiance was recited.

- Motion made by McCauley, seconded by Youngs, to adjourn to **EXECUTIVE SESSION** Executive Session for the following at 7:01 p.m.:

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

Yes-7, No-0

- Motion made by Crumb, seconded by Hunsinger, to adjourn **ADJOURN EXECUTIVE** Executive Session at 7:33 p.m.

Yes-7, No-0

- President Day reconvened the meeting at 7:35 p.m.

RECONVENE

3. REPORTS

Add: 4. Update on Chenango County School Boards' Activities

**ADD./DELETIONS
TO AGENDA**

- Upon the recommendation of the Committee on Special Education, a motion was made by Crumb, seconded by Hunsinger, to approve the following placement(s):
#710023266; #710023456; #710023467; #710023464;
#710023462; #710023459; #710023463; #710023346;
#710023374.

**SPECIAL EDUCATION
PLACEMENTS**

Yes-7, No-0

**APPROVE MINUTES
11/30/15**

- Motion made by Youngs, seconded by Hendershott, to approve the minutes for the regular meeting held on November 30, 2015, as presented.
Yes-7, No-0

CALENDAR

- December 17 – Intermediate Holiday Concert – Auditorium – 7:00 p.m.
- December 23 – January 1 – Holiday Recess
- January 6 – Board of Education Meeting – SPECIAL START TIME 6:00 p.m. – Executive Session until 7:30 p.m.
- January 13 – Budget Cmte. Meeting – 4:00 p.m.
- January 18 – Martin Luther King, Jr. Day
- January 20 – Board of Education Meeting – 7:00 p.m.
- January 26-29 – Regents Exams
- January 27 – Budget Cmte. Meeting – 4:00 p.m.

**PUBLIC COMMENT:
MAC SCHOLAR
ATHLETES**

- Superintendent Retz recognized and congratulated the MAC Fall Scholar Athletes some of whom were present at the meeting: Katie Anderson – Field Hockey; Isaac Hadac – Football; Derick Heisler – Golf; Brandon Whitaker – Boys Soccer; Grace Retz – Girls Soccer; Nicole Flohr – Girls Swimming; Gloria Stracquadanio – Volleyball.

**JORDON LILLEY
DUGOUT REPAIRS**

- Jordon Lilley, Transportation and Buildings and Grounds Supervisor thanked Ron Rapp and Rapp Signs for their help and equipment for removal of the roof from the dugout. The remaining walls of the dugout can now be knocked down in preparation to rebuilding in the spring.

**MARK RUBITSKI
RECOGNITION OF
ENERGEY EFFICIENCY
EFFORTS**

- Mark Rubitski, Business Manager, recognized and thanked Jordon Lilley for his efforts on Greene's efforts to go "green" with our propane buses and geothermal project. Greene is receiving a lot of recognition for our efforts both on TV and at various BOCES wide meetings. With continual cuts in state aid, these initiatives are helping to offset those cuts.

**COLIN EVANS
SKI CLUB**

- Colin Evans, Ski Club Co-Advisor, stated that there are 22 students participating in Ski Club this year and are anxiously awaiting the snow.

**REPORTS:
INNOVATIVE
INSTRUCTIONAL
PRACTICES MINI-
GRANT**

- **Hour of Code:** Colin Evans, 6th grade Special Education Teacher, and Lila Page, MS/HS Librarian, presented "Hour of Code" program that they did with students through their mini-grant this year. The program involved outlining and developing steps needed to perform specific tasks. Coding is a skill that can be integrated in all areas of instruction and become more advanced as it moves through the grade levels.

- **Guided Resource Reading Room** -Linda Garbarino and Richelle Lawrence, Elementary Teachers, used a mini-grant to organize and a "Book Nook". This is a room containing additional reading resources for primary school teachers where the books are arranged by reading level and subject. The books are cataloged with a bar code that is recognizable through a computer program to help catalogue and inventory the books.

- **Writing Map & Rubric – UPK-2** -Richelle Lawrence and Michelle Poirier, Primary School Teachers, presented information on their mini-grant for a Writers Workshop. Several staff

- members worked two half days with a literacy specialist on literacy resources and activities. The workshops focused on independent writing and students sharing experiences through writing. The resources and materials emphasize teaching writing through the writing of books. The students enjoy writing and publishing their books. Additional information and planning for progression from one year to the next is being explored.

- Board member McCauley, reported additional information from the Chenango County School Boards' Association. The next meeting is January 19th in Norwich. Tentative date for the school boards' "Meet and Greet" is February 26, 2016 at Bainbridge. More specific information will be available after the January 19, 2016 meeting.

C.C.S.B.A. UPDATE

- Building & Grounds Committee:

Board member Milk reported that the committee met prior to tonight's board meeting. The committee supports sending out an RFP for construction management services. Mark Rubitski will get back to the committee with costs.

**BOARD COMMITTEE
REPORTS**

- Motion made by Crumb, seconded by Milk, to approve the creation of a bus route to Masonville BOCES (Trout Creek) to meet the specific needs of a special education student.

Yes-7, No-0

**TRANSPORTATION:
CREATION OF BUS
ROUTE TO TROUT
CREEK**

EDUCATION & PERSONNEL:

- The Superintendent of Schools recommends the following board action:

- Motion made by Youngs, seconded by Hendershott, to approve the second reading and adoption of revised policy #5653 *Credit Card Policy* as read.

Yes-7, No-0

**SECOND READING &
ADOPTION OF
REVISED CREDIT
CARD POLICY #5653**

- Motion made by Youngs, seconded by Hendershott, to approve the second reading and adoption of policy #7612.2 *Medication - Carrying and Self-Administration of Certain Medications by Students* as read.

Yes-7, No-0

**SECOND READING &
ADOPTION OF
MEDICATION-
CARRYING AND SELF-
ADMINISTRATION
POLICY #7612.2**

- Motion made by Hunsinger, seconded by Crumb, to accept the resignation to retire of Carolyn Hunter from her position as Elementary Teacher, effective June 30, 2016 with appreciation.

Yes-7, No-0

**RESIGNATION(S):
CAROLYN HUNTER-
ELEMENTARY
TEACHER**

- Motion made by Hunsinger, seconded by Crumb, to accept the resignation to retire of Karl Faruzel from his position as Art Teacher, effective June 30, 2016 with appreciation.

Yes-7, No-0

**RESIGNATION(S):
KARL FARUZEL-
ART TEACHER**

- Motion made by Hunsinger, seconded by Crumb, to accept the resignation to retire of Suzanne Peterson from her position as Custodian, effective June 30, 2016 with appreciation.

Yes-7, No-0

**RESIGNATION(S):
SUZANNE PETERSON-
CUSTODIAN**

- | | |
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| CREATE POSITION -
BUS DRIVER | - Motion made by Milk, seconded by Youngs, to create a bus driver position due to the newly created bus run to Trout Creek based on the needs of a specific student.
Yes-7, No-0 |
| APPOINTMENT(S):
RONALD GENTER-
BUS DRIVER | - Motion made by Hunsinger, seconded by Crumb, to appoint Ronald Genter as a Bus Driver, effective December 17, 2015 for a one-year probationary period ending December 16, 2016.
Yes-7, No-0 |
| LAUREL OLTMER-
BUS DRIVER | - Motion made by Hunsinger, seconded by Crumb, to appoint Laurel Oltmer as a Bus Driver, effective December 17, 2015 for a one-year probationary period ending December 16, 2016.
Yes-7, No-0 |
| JUDITH ROWE-
BUS DRIVER | - Motion made by Hunsinger, seconded by Crumb, to appoint Judith Rowe as a Bus Driver, effective December 17, 2015 for a one-year probationary period ending December 16, 2016.
Yes-7, No-0 |
| SUBSTITUTE ROSTER
ADDITION | - Motion made by Hunsinger, seconded by Crumb, to appoint Virginia Butler as a Substitute Typist K-12 for the remainder of the 2015-2016 school year.
Yes-7, No-0 |
| BOYS' BASKETBALL
COACH | - Motion made by Hunsinger, seconded by Crumb, to appoint Kerry Mason as the Boys' Basketball Modified 7 Coach for the 2015-16 winter season.
Yes-7, No-0 |
| LIFEGUARD LIST | - Motion made by Hunsinger, seconded by Crumb, to appoint Marissa Pavlovich as a Lifeguard for the 2015-16 school year.
Yes-7, No-0 |
| BUSINESS & FINANCE:
TREASURER'S REPORT
ACTIVITY ACCOUNTS | - Motion made by Hunsinger, seconded by Crumb, to accept the Treasurer's Report for the Extracurricular Student Activity Accounts for November 2015 as presented.
Yes-7, No-0 |
| INTERNAL CLAIMS
AUDITOR REPORT | - Motion made by Hunsinger, seconded by Crumb, to accept the Internal Claims Auditor's Report for November 2015 as presented.
Yes-7, No-0 |
| OBSOLETE SCHOOL
TEXTBOOKS | - Motion made by McCauley, seconded by Hendershott, to declare 99 copies of a middle school Earth Science textbook as obsolete and dispose of the same.
Yes-7, No-0 |
| DONATION TO JONES
MEMORIAL
SCHOLARSHIP FUND | - Motion made by Crumb, seconded by Hendershott, to accept with appreciation the donation of \$10,000 from the Estate of Gerald G. Jones to fund the Jones Memorial Scholarship.
Yes-7, No-0 |
| SCHOOL LUNCH FUND
PROGRAM UPDATE | - A financial update through November 2015 of the School Lunch Fund was reviewed by the Board. The financial projection is for the fund to break even this year with revenue and expenses. |

- The Board reviewed budget line items reviewed and amounts preliminarily set by the Budget Committee to-date. Auditing line item has increased due to new requirements. Bond Notes (BANS) increased due to the purchase of new buses. A 3-year budget projection was also reviewed showing projected reserve withdrawals needed to help balance the budget. As the Budget Committee meets and sets preliminary line item amounts, updates will be given to the Board for their review and discussion.

**BUDGET COMMITTEE
UPDATE**

**ONGOING DISCUSSION
ITEMS:**

- **NYSSBA Custom Board Retreat Update:** President Day shared with the Board information received to-date regarding the proposed Board workshop. The retreat will be offered at a member rate and if the Board decides to join the association, the cost of the retreat would be applied toward the membership dues.

- **Operating Procedures Survey – Review and Collection -** President Day stated that he felt the survey was a worthwhile tool and will help shape topics for the custom workshop. A conference call will be made with representatives from the NYSSBA to help firm up specifics for the workshop. President Day invited any Board members that want to join in on the conference call to let him know.

**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
10/7/15	Dept. Chair Update Work Session	Department Chairs	Jan. 2016
10/21/15	Update on Innovative Practices Mini-Grants	Superintendent	Jan. 2016

- Department Chair Updates – Discussion was had regarding direction on what Board members want the Department Chairs to report on. The need for budget related items to be brought to the Board's attention was a concern and the process of staff addressing budgetary items with administrators before coming to the Board was also discussed.

- It was determined that mid-year reports are a good idea so the Board is aware of any needs/concerns that could be addressed prior to the end of the year.

**SUPERINTENDENT'S
REPORT**

- Superintendent Retz reported on the following:

1. Common Core Task Force Report - Superintendent Retz stated that the task force is encouraging more local control and involvement in establishing standards. Some recommendations included an ongoing and open process that involves teachers, reducing the number and length of tests, and separation of NYS test scores with teacher evaluations.

2. Comptroller's Audit – Focus of the audit will be finalized next week and then representatives will be here 3-5 weeks to perform the audit.

3. Canned Food Drive – Superintendent Retz thanked Mrs. Evelyn Frair and Ms. Stacey Diamond, Student Council Advisors, for their efforts on the recent canned food drive. The Rotary was impressed with the number of items donated by students – 2200 from the Middle School and 3600 from the High School. Rotary provided 117 families with food and gifts for the holidays.

4. Interscholastic Athletic Review – Team numbers and costs from last year as well as where reductions have been made will be provided to the Board for their review and discussion.

5. Baseball Dugout – Demolition of the dugout will be completed so that building can begin for completion in time for baseball in the spring.

6. Admission to Athletic Events – Admission to the first home basketball game was waived. Discussion focused on the possibility not to charge admission for contests. Higher attendance is possible at events if there was not an admission fee. Offering more concessions during events could help offset whatever profits are made from admission fees. Information from other school districts will be sought out.

**PUBLIC COMMENT:
EVELYN FRAIR -**

- Evelyn Frair, Student Council Advisor, stated that she was very impressed with the student participation in the canned food drive and she also thanked the staff for incentives they offered to encourage student participation.

MARIE SCOFIELD-

- Marie Scofield, GTA President, commented on the following:

- Recommended that a possible lifetime pass for entry into school events could be offered.
- She also stated that as a former Department Chair, she felt that the Board was not always aware of the affects budget cuts or additional staff make on the day-to-day operations.
- Staff are still concerned about the planned move of the Board of Education room into classroom space as part of the building project.
- Presentations on mini-grants were great, but all staff need professional development.
- She questioned the appropriateness of curriculum issues being addressed by the Business Manager who has no educational background and asked to consider that during the budget process.

EXECUTIVE SESSION

- Motion made by Youngs, seconded by Crumb, to adjourn to Executive Session for the following at 9:10 p.m.:

- To discuss the collective bargaining negotiations involving the Greene Teachers' Association.
- To discuss the collective bargaining negotiations involving the Greene Administrators' Association.
- To discuss a matter leading to the discipline of a particular person.

- Board member Hunsinger left the meeting at 10:10 p.m.

- Board member Youngs left the meeting at 10:15 p.m.

ADJOURN EXECUTIVE

- Motion made by Crumb, seconded by Milk, to adjourn Executive Session at 10:21 p.m.
Yes-5, No-0

RECONVENE

- President Day reconvened the meeting at 10:21 p.m.

ADJOURNMENT

- Motion made by McCauley, seconded by Crumb, to adjourn the meeting at 10:23 p.m.
Yes-5, No-0

Respectfully submitted,

Donna Marie Utter
District Clerk