

Greenville Central School District
Board of Education
Minutes
Business Meeting
Monday
September 19, 2011

7:00 p.m.

MS/HS Library Media Center

I. Call to Order

A meeting of the Board of Education was held on Monday, September 19, 2011 in the MS/HS Library Media Center. Mr. Wilton Bear, Jr., President, called the meeting to order at 7:00 p.m.

A. Members present: Wilton Bear, Jr.
Ann Holstein (7:03pm)
Gregory Lampman
Anne Mitchell
Jason Reinhard
Rosanne Stapleton
Lawrence Tompkins

Others present: Cheryl A. Dudley, Superintendent
Jacqueline O'Halloran, District Clerk
Donna Accuosti, Director of Human Resources
Colleen Hall, Director of Curriculum and Communications
Michael Laster, High School Principal
Peter Mahan, Elementary School Principal
Anders Rasmussen, House Principal
Brian Reeve, Middle School Principal
Karen Schrader, Supervisor of Transportation
Robert Schrader, Supervisor of Buildings and Grounds
Tammy J. Sutherland, Assistant Superintendent for Business
Paul Ventura, Sr., Food Service Supervisor

There were approximately six (6) visitors to the meeting.

II. Approval of Agenda

Lawrence Tompkins moved, seconded by Gregory Lampman and carried unanimously to approve the Agenda for the Business Meeting of September 19, 2011

Presentation to the Board of Education

Victor V. Churchill of Sickler♦Torchia Allen & Churchill, Certified Public Accountants, PC, presented the 2011 Auditor's Report for the Greenville Central School District. Copies of the Audit Report are available in the District Office and on the school website.

Colleen Hall, Director of Curriculum & Communications reviewed the highlights of opening day 2011-2012 at the GCSD. Board of Education President Wilton Bear, Jr. Bear thanked Vice-President, Anne Mitchell for her opening day welcome and address to faculty and staff.

III. Accolades

Appreciation was expressed to Robert Schrader, Supervisor of Buildings & Grounds, and his entire staff by Superintendent Dudley, Assistant Superintendent Tammy Sutherland and the Board of Education for their exemplary efforts in damage control and repair work during Hurricane Irene and its aftermath. Their diligence and hard work in preparing for the opening of the GCSD for 2011-2012 was greatly appreciated.

In addition, the Board thanked William B. Lawrence, Chairman of Greene County Public Safety, for his direction and leadership that ensured the safety of all of our students through his diligent monitoring of all roads and bridges in Greene County. Also acknowledged was the work of the highway superintendents and their respective crews in the eleven townships which comprise our school district as they worked to repair and restore our roads.

- Town of Berne ~ Kenneth Weaver
- Town of Cairo ~ Steven Ruph
- Town of Coeymans ~ Albert Deering
- Town of Conesville ~ David Merwin
- Town of Coxsackie ~ Michael Tighe
- Town of Durham ~ Alan Beechert
- Town of Greenville ~ Richard Hempstead
- Town of New Baltimore ~ Denis Jordan
- Town of New Scotland ~ Darrell Duncan
- Town of Rensselaerville ~ David Potter
- Town of Westerlo ~ John Nevins

IV. Open Forum

Board member Rosanne Stapleton completed Peter Mahan on the Elementary Open House September 15, 2011.

V. Action Items: A – F:

Ann Holstein moved, seconded by Rosanne Stapleton and carried unanimously to accept the following items (A), (B) and (C):

A. Accept Minutes:

1. **Business Meeting of August 8, 2011**
2. **Workshop of July 25, 2011**
3. **Special Meeting of August 15, 2011**

B. Accept Reports for the month ending August 31, 2011: (FY2012-21)

1. **Treasurer's Reports**
2. **Appropriation Reports for General, Federal, Cafeteria and Capital Funds**
3. **Revenue Reports for the General, Federal, Cafeteria and Capital Funds**
4. **Cafeteria Profit and Loss Statements**
5. **Transfer of Funds for General Fund**
6. **Internal Claims Report**

C. Accept Special Student Services Recommendations

1. **Committee on Special Education for Preschool**
 - a. **July 25, 2011**
 - b. **August 26, 2011**

Anne Mitchell moved, seconded by Jason Reinhard and carried unanimously to approve item (D):

D. Approve Personnel Agenda

BE IT RESOLVED that upon the recommendation of Superintendent of Schools, Cheryl A. Dudley, that the Board of Education of the Greenville Central School District approve the following:

1. Unclassified

a. Resignation

- | | |
|----------------|--|
| 1. Name: | Michelle Place |
| Position: | Speech Remedial Teacher |
| Certification: | Speech & Hearing Handicapped, Permanent |
| Tenure Area: | Speech Remedial |

Effective: June 30, 2013
Category: Retirement
(Ms. Place's assignments, as noted in a memorandum of agreement, may include intermittent service at the Grapeville Christian School and the Greenville Central School District.)

b. Leave of Absence

1. Name: Eve Tuttle
Position: Physical Education Teacher
Certification: Physical Education, Permanent
Health, Permanent
Tenure Area: Physical Education
Effective: September 6, 2011 through September 30, 2011
Category: Unpaid

c. Probationary

1. Name: Fahmida A. Chowdhry
Position: Special Education Teacher
Tenure Area: Education of Children with Handicapping
Conditions, General Special Education
Probationary Period: September 1, 2011 to August 31, 2014
Certification: Students with Disabilities (Grades 1-6)
Initial expiring January 31, 2012
Students with Disabilities (Birth – Grade 2)
Initial expiring January 31, 2012
Childhood Education (Birth – Grade 2)
Professional
Childhood Education (Grades 1 – 6)
Initial expiring January 31, 2012
Commencement of Service: September 1, 2011
Salary: Column IV Step 2 @ \$46,636.00
Status: Cleared for employment
(Anticipated Commencement of Service on Tenure: September 1, 2014 contingent upon successful completion of the probationary period.)

2. Name: Jesse Braverman
Position: Special Education Teacher
(assigned to Grapeville)
Tenure Area: N/A
Probationary Period: N/A
Certification: Special Education, Permanent
Social Studies 7-12, Permanent
Commencement of Service: September 6, 2011
Salary: \$28,000.00
Status: Cleared for employment

d. Substitutes

1. Name: Karin Weiss
Position: Extended Term
Tenure Area: N/A
Probationary Period: N/A
Certification: Students with Disabilities (Grades 1-6)
Initial expiring January 31, 2013
Childhood Education (Grades 1 – 6)
Initial expiring January 31, 2013
Effective: September 6, 2011 through December 23, 2011
Salary: Column IV Step 1 @ \$45,953.00 prorated*
Status: Cleared for employment
*(*According to the current GFA contract Article 1.3, extended term substitute teachers are to be paid on the teacher salary schedule, at the step as determined by the District, for each consecutive day worked for the same teacher for forty-five (45) days or more. Such pay will be retroactive to the first day of employment in that assignment. Effective on the 45th day, the extended term substitute will be entitled to the benefits of the CBA. Ms. Weiss is the extended term substitute for Margaret Robertson.)*

2. Name: Margaret Hall
Position: Substitute Teacher
Certification: N/A; Bachelor of Arts, Fine & Performing Arts/Theater Arts: Technical
Effective: September 20, 2011
Salary: \$82.00 per diem
Status: Cleared for employment

3. Name: Janet Partridge
Position: Substitute Teacher (Cairo-Durham)
Certification: N/A; SUNY Cobleskill A.S.
Effective: September 20, 2011
Salary: \$82.00 per diem
Status: Cleared for employment

4. Name: James Raskopf
Position: Substitute Teacher & Teaching Assistant
Certification: N/A; B.S. Communication/Information Design
Effective: September 20, 2011
Salary: Teacher: \$82.00 per diem
Teaching Assistant: \$75.00 per diem
Status: Cleared for employment

5. Name: Rebecca Therrien
Position: Substitute Teacher & Teaching Assistant
Certification: N/A; AAS. Business Administration, Columbia Greene Community College
Effective: September 20, 2011
Salary: Teacher: \$82.00 per diem
Teaching Assistant: \$75.00 per diem
Status: Cleared for employment

- e. Extra Duty Compensation Sports 2011-2012
1. Name: Kevin Lewis
 - Position: Boys' Junior Varsity Soccer
 - Stipend: \$3,026.00
- f. Create positions for 2011-2012
1. High School After School Help ~ 8 units
 - a. Positions: English Language Arts 2 units
Mathematics 2 units
Social Studies 2 units
Science 2 units
 - b. Effective: 2011-2012
3:00pm to 4:15pm
one day per week for 30 weeks
 - c. Stipend: \$1,500.00 per unit (1 unit equals 30 days)
 2. High School After School Detention
 - a. Position: High School Detention
 - b. Effective: 2011-2012
3:00pm to 4:15pm
 - c. Stipend: \$40.00 per day
 3. Middle School After School Help ~ 7 units
 - a. Positions: English Language Arts 2 units
Mathematics 2 units
Social Studies 1 unit
Science 1 unit
Grade 6 Transition 1 unit
 - b. Effective: 2011-2012
3:00pm to 4:15pm
one day per week for 30 weeks
 - c. Stipend: \$1,500.00 per unit (1 unit equals 30 days)
 4. Middle School After School Detention
 - a. Position: MS Detention
 - b. Effective: 2011-2012
3:00pm to 4:15pm
 - c. Stipend: \$40.00 per day
 5. Middle School/High School After School Homework Center
 - a. Position: MS/HS Homework Center
 - b. Effective: 2011-2012
3:00pm to 4:15pm
 - c. Stipend: \$40.00 per day
- g. High School After School Help 2011-2012 ~ 8 units
1. Name: Glenn Evans
 - Position: After School Help
Mathematics (2 units)
 - Stipend: \$1,500.00 per unit (2 units) – \$3,000.00
*(After School Help is Monday through Thursday 3:00pm-4:15pm for 30 weeks;
\$1,500.00 per unit, 1 unit equals 30 days.)*

- h. High School After School Detention 2011-2012 – 4 days
1. Name: Glenn Evans
Position: After School Detention (2 days)
Stipend: \$40.00 per day
(After School Detention is Monday through Thursday 3:00pm-4:15pm, \$40.00 per day)
 2. Name: Susan Evans
Position: After School Detention (2 days)
Stipend: \$40.00 per day
(After School Detention is Monday through Thursday 3:00pm-4:15pm, \$40.00 per day)
- i. Middle School After School Help 2011-2012 ~7 units
1. Name: Teresa Carlton
Position: After School Help
English Language Arts (1 unit)
Stipend: \$1,500.00
(After School Help is Monday through Thursday 3:00pm-4:15pm for 30 weeks; \$1,500.00 per unit, 1 unit equals 30 days.)
 2. Name: Jacqueline Moylan
Position: After School Help
English Language Arts (1 unit)
Stipend: \$1,500.00
(After School Help is Monday through Thursday 3:00pm-4:15pm for 30 weeks; \$1,500.00 per unit, 1 unit equals 30 days.)
 3. Name: Susan Lislevand-Hollywood
Position: After School Help
Mathematics (1 unit)
Stipend: \$1,500.00
(After School Help is Monday through Thursday 3:00pm-4:15pm for 30 weeks; \$1,500.00 per unit, 1 unit equals 30 days.)
 4. Name: Erin Magee-Bolduc
Position: After School Help
Mathematics (1 unit)
Stipend: \$1,500.00
(After School Help is Monday through Thursday 3:00pm-4:15pm for 30 weeks; \$1,500.00 per unit, 1 unit equals 30 days.)
 5. Name: Kathryn McAneny
Position: After School Help
Social Studies (1 unit)
Stipend: \$1,500.00
(After School Help is Monday through Thursday 3:00pm-4:15pm for 30 weeks; \$1,500.00 per unit, 1 unit equals 30 days.)
 6. Name: Anne Marie Conroy
Position: After School Help
Grade 6 Transition (1 unit)
Stipend: \$1,500.00

(After School Help is Monday through Thursday 3:00pm-4:15pm for 30 weeks; \$1,500.00 per unit, 1 unit equals 30 days.)

j. Middle School After School Detention 2011-2012 – 3 days

1. Name: JoAnn Simmons
Position: After School Detention (1 day & alternate 3rd day)
Stipend: \$40.00 per day
(After School Detention is Tuesday through Thursday 3:00pm-4:15pm, \$40.00 per day)
2. Name: Christine Lochner
Position: After School Detention (1 day & alternate 3rd day)
Stipend: \$40.00 per day
(After School Detention is Tuesday through Thursday 3:00pm-4:15pm, \$40.00 per day)

k. Middle School/High School After School Homework Center 2011-2012 ~ 4 days

1. Name: Susan Evans
Position: MS/HS After School Homework Center (2 days)
Stipend: \$40.00 per day
(After School Homework Center is Monday through Thursday from 3:00pm to 4:15pm for \$40.00 per day.)
2. Name: Dianne Lewis
Position: MS/HS After School Homework Center (2 days)
Stipend: \$40.00 per day
(After School Homework Center is Monday through Thursday from 3:00pm to 4:15pm for \$40.00 per day.)

l. Extra Duty Compensation High School Clubs 2011-2012

1. Name: Sara Statham
Position: High School Yearbook Advisor
Stipend: \$3,033.00 per unit

m. Extra Duty Compensation Mentor 2011-2012

1. Name: Maureen Pulice
Assigned to: Fahmida Chowdhry
Effective: September 1, 2011 through June 30, 2012
Stipend: \$1,850.00

n. Summer Academy 2011

1. Name: Nanci Cremen
Position: Special Education Teacher – Education of Children with Handicapping Conditions – General Special Education
Tenure Area: N/A
Probationary Period: N/A
Commencement of Service: July 5, 2011 to August 11, 2011
Certification: Special Education
Salary: \$40.00 per hour
(Ms. Cremen was initially paid as a tutor; however, she should have been appointed as a Special Education teacher for Summer Academy.)

2. Classified

a. Corrective Action

1. Name: Lisa Beattie
Position: Food Services
Classification: GCCS Non-competitive
Commencement of Service: September 8, 2009
Reinstatement: July 1, 2011
(Ms. Beattie was reinstated to the Food Service position based on a revised seniority list with no break in service in the position of Food Service. Her Commencement of Service date was changed from September 9, 2009 to September 8, 2009.)

2. Name: Diane Scott
Position: Bus Driver
Classification: GCCS Non-competitive
Permanent
Serving Probation: September 6, 2011 to March 26, 2012
Commencement of Service: September 6, 2011
Salary: Year 1 at \$17.95 per hour
Status: Cleared for employment
(Ms. Scott's commencement of service date was changed from September 7, 2011 to September 6, 2011 from the agenda of August 8, 2011.)

3. Name: Tracy Churchill
Position: Food Service
Classification: GCCS Non-competitive
Commencement of Service: September 3, 2009
Status: Cleared for employment
(Ms. Churchill's commencement of service date was changed from September 1, 2009 to September 3, 2009 from the agenda of September 14, 2009.)

4. Name: Pamela DeMarco
Position: Food Service
Classification: GCCS Non-competitive
Commencement of Service: September 8, 2009
Status: Cleared for employment
(Ms. DeMarco's commencement of service date was changed from September 1, 2009 to September 8, 2009 from the agenda of September 14, 2009.)

b. Resignation

1. Name: Lisa Beattie
Position: Food Services
Classification: GCCS Non-competitive
Effective: September 6, 2011

c. Create Position

1. Position: Aide/monitor (six [6] hours per day)
Classification: GCCS Non-competitive
Effective: September 7, 2011
Salary: Per GPF-CBA

2. Position: Aide/Monitor (six [6] hours per day)
 Classification: GCCS Non-competitive
 Effective: September 7, 2011
 Salary: Per GPF-CBA
3. Position: Aide/monitor (five [5] hours per day)
 Classification: GCCS Non-competitive
 Effective: September 7, 2011
 Salary: Per GPF-CBA
- d. Probationary
1. Name: Shawn Penniston
 Position: Bus Driver
 Classification: GCCS Non-competitive
 Permanent
 Serving Probation: September 6, 2011 to March 26, 2012
 Commencement of Service: September 6, 2011
 Salary: Year 1 at \$17.95 per hour
 Status: Cleared for employment
2. Name: Linda Pidgeon
 Position: Bus Driver
 Classification: GCCS Non-competitive
 Permanent
 Serving Probation: September 6, 2011 to March 26, 2012
 Commencement of Service: September 6, 2011
 Salary: Year 1 at \$17.95 per hour
 Status: Cleared for employment
3. Name: Frances Briody
 Position: Bus Driver
 Classification: GCCS Non-competitive
 Permanent
 Serving Probation: September 6, 2011 to March 26, 2012
 Commencement of Service: September 6, 2011
 Salary: Year 1 at \$17.95 per hour
 Status: Cleared for employment
4. Name: Lisa Beattie
 Position: Aide/Monitor (five [5] hours per day)
 Classification: GCCS Non-competitive
 Permanent
 Serving Probation: N/A
 Commencement of Service: September 6, 2011
 Salary: Year 1 at \$13.52 per hour
 Status: Cleared for employment
(Ms. Beattie was previously employed under food service for four [4] hours per day.)
5. Name: Susan Mahoney
 Position: Aide/Monitor (six [6] hours per day)
 Classification: GCCS Non-competitive
 Effective: September 7, 2011
 Salary: Year 2 at \$13.52 per hour
 Status: Cleared for employment

(Ms. Mahoney is a current aide/monitor whose hours have been increased from five [5] to six [6] hours. This does not change her permanent appointment status.)

6. Name: Michelle Cotter
Position: Aide/Monitor (six [6] hours per day)
Classification: GCCS Non-competitive
Effective: September 7, 2011
Salary: Year 2 at \$13.52 per hour
Status: Cleared for employment

(Ms. Cotter is a current aide/monitor whose hours have been increased from five [5] to six [6] hours. This does not change her permanent appointment status.)

7. Name: Patricia Focken
Position: Aide/Monitor (five [5] hours per day)
Classification: GCCS Non-competitive
Effective: September 7, 2011
Salary: Year 2 at \$13.52 per hour
Status: Cleared for employment

(Ms. Focken is a current aide/monitor whose hours have been increased from four and one quarter [4.25] to five [5] hours. This does not change her permanent appointment status.)

e. Permanent from Probationary

1. Name: Dawn Becker
Position: Bus Driver
Classification: GCCS Non-Competitive
Date of Permanent Appointment: December 14, 2010
Status: Cleared for employment

(Permanent appointment is retroactive to date of hire. The probationary period will end October 3, 2011.)

2. Name: Karla Porto
Position: Aide/Monitor, ten (10) months, six (6) hours per day
Classification: GCCS Non-Competitive
Date of Permanent Appointment: January 11, 2011
Salary: Year 2 at \$13.52 per hour
Status: Cleared for employment

(Permanent appointment is retroactive to date of hire. The probationary period will end October 11, 2011.)

f. Substitutes

1. Name: Carmen Bucci
Position: Substitute Aide/Monitor & Clerical
Effective: September 13, 2011
Salary: Aide/Monitor: \$10.55 per hour
Clerical: \$11.60 per hour
Status: Cleared for employment

Status: All conditional appointments are subject to receipt of a statement from each individual regarding criminal charges and are contingent upon receipt of criminal background clearance from the Commissioner of Education.

E. Business Management

Lawrence Tompkins moved, seconded by Rosanne Stapleton and carried unanimously to approve items (1) through (8):

1. **Approve contract with Needham Risk Management Resource Group at the rate of \$1,250.00 per calendar month for 2011-2012 (FY2012-22)**
(For these services, Client shall pay Consultant at the rate of \$1,250.00 per calendar month for up to 185 hours per year [“Base Annual Hours”] actually spent by Consultant rendering services. Additional costs charged for required testing, i.e. air, and/or asbestos. Total expenditures in 2010-2011 were \$22,293.00.)

2. **Approve Questar III Initial Service Contract for 2011-2012 (FY2012-23)**
(If approved, the President of the Board of Education is required to sign the contract on behalf of the Board of Education. The signature indicates the authorization of the procurement of services by the Board of Education for the 2011-2012 school year.)

3. **Award Milk Bid to HP Hood, Clifton Park, NY for 2011-2012 (FY2012-24)**
(Initial milk bid was rejected at the Board of Education meeting July 11, 2011. Re-bids were opened in the District Office on Tuesday, August 9, 2011 for milk. Seven [7] packets were mailed and two [2] companies responded. All bids are on file in the District Office.)

4. **Award surplus bids (FY2012-25)**
(Bids were opened in the District Office on Friday, August 12, 2011. There were four [4] bidders. It is recommended to award the bids as follows:

| | | | |
|---------------------------|---------------------------------|---------------------|-----------------------|
| <i>Elizabeth Bakerian</i> | <i>Lot of 2 archery targets</i> | | <i>\$102.77</i> |
| <i>Kevin Lewis</i> | <i>Soccer Goal Posts</i> | <i>200.00</i> | |
| | <i>Archery bows</i> | <i>19.00</i> | |
| | <i>Lot of 2 archery targets</i> | <i><u>40.00</u></i> | |
| | <i>Subtotal</i> | <i>\$259.00</i> | <i>\$259.00</i> |
| <i>Anna Way</i> | <i>Softballs</i> | | <i><u>\$ 2.00</u></i> |
| | <i>Grand Total</i> | | <i>\$363.77</i> |

5. **Approve Change Orders 1 & 2 for MS/HS and Elementary Renovation Project (FY2012-26)**
(Change Order #1 Gallo Construction [credit]

| | |
|---|---------------------|
| <i>Electrical panel abatement, cutting & patching</i> | <i>(\$8,000.00)</i> |
|---|---------------------|

Change Order #2 Brunswick Electric

| | |
|----------------------------------|------------------------|
| <i>Electrical panel retrofit</i> | <i><u>8,000.00</u></i> |
| <i>Total</i> | <i>\$ 0.00</i> |

This change order, at no additional cost to the district, results in the district not having to abate [asbestos] the areas for new electrical panels.)

6. **Accept Auditor’s Report for 2011 by Sickler♦Torchia Allen & Churchill, Certified Public Accountants, PC (FY2012-27)**
(Sickler, Torchia, Allen & Churchill, Certified Public Accountants, PC was recommended by the Audit Committee to complete the external audit and Victor V. Churchill, CPA will present the audit of the GCSD for the year ended June 30 2011. Independent Audits: Education Law and the Commissioner’s Regulations require that all school districts obtain an independent audit by an outside certified public accountant or public accountant. The purpose of this audit

is to verify the accuracy of invoices, purchase orders, payroll, claims and contracts transacted by the school district during the school year. The independent auditor reviews the documentary evidence and this determines the district's compliance with all laws, policy, rules and regulations regarding the expenditure of money. A copy of the certified audit in a form prescribed by the Commissioner of Education must be furnished to the NYSED (New York State Education Department). The auditor must carry out the audit in conformity with NYSED guidelines. The auditor's final report must be accepted by a Board resolution and copy filed with the Commissioner of Education.

What are the responsibilities of the audit committee related to the independent audit?

The Audit Committee advises the Board of Education on the independent audit activities of the school district. The statutory responsibilities are to:

- provide recommendations on the appointment of the external auditor;
- meet with the external auditor prior to commencing an audit of the district;
- review and discuss with the internal auditor the auditor's risk assessment of the district's fiscal operations;
- receive and review the draft audit report and management letter;
- work with the external auditor to help the Board understand the audit report and management letter;
- provide recommendations to the board regarding acceptance of the independent audit report; and
- review every corrective action plan and assist the Board in their implementation.

The Audit Committee membership is comprised of Board members Lawrence Tompkins, Chairperson; Gregory Lampman, Secretary; and Wilton Bear, Jr.)

7. Award Transportation bids (FY2012-28)

a. Coxsackie Transportation, Special Education

(Continuation of routes approved last year, 2.9% CPI as established by NYSED)

Wildwood - Curry Rd. \$352.45 per diem

2 students-includes shared aide on bus

Wildwood – Latham \$293.71 per diem

4 students-shared aide for 1 student \$ 56.05 per diem

LaSalle School \$199.54 per diem

1 student

Ichabod Crane \$301.82 per diem

1 student-includes shared aide on bus

b. Coxsackie Transportation

(Continuation of routes approved last year, 2.9% CPI as established by NYSED)

Cooperative Bid for Tech Valley HS \$ 73.25 per diem

Participating Districts:

Cairo-Durham

Catskill

Coxsackie-Athens

Greenville

c. Chalet Services, Special Education

(Continuation of routes approved last year, 2.9% CPI as established by NYSED)

Center for Spectrum Services \$220.29 per diem

1 student

8. Award bid for one additional route for 2011-2012

- a. Coxsackie Transportation, Special Education
QIII Columbia HS

1 student \$157.00 per diem

(Bids were open in the District Office on August 24, 2011 for an additional route. Three [3] bid packets were mailed and one [1] company responded. It is recommended to award the bid to Coxsackie Transportation. All bids are on file in the District Office.)

F. School Management

Lawrence Tompkins moved, seconded by Rosanne Stapleton and carried unanimously to approve item (1):

Discussion: Superintendent Dudley noted that the Budget Bus date of May 5, 2012 to Norton Hill may be amended. If so, the amended Budget Calendar will be recommended for adoption by the Board of Education.

1. Adopt Budget Calendar for 2012-2013

**Greenville Central School District
2012-2013 BUDGET DEVELOPMENT CALENDAR**

| August 2011 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
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| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

- 8/08/11 BOE review of 2012-2013 Budget Development Calendar 7:00 pm
- 8/09/11 Budget workshop for administrators
Performance Indicators
Priorities
Cost Containment
Fiscal Guidelines ~Draft
Budget Planning documents/forms
Human Resources

Enrollment Projections distributed to Cabinet

| September 2011 | | | | | | |
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| 25 | 26 | 27 | 28 | 29 | 30 | |

- 9/19/11 BOE adoption of 2012-2013 Budget Development Calendar 7:00 pm
- 9/27/11 Budget Advisory Committee 6:30 pm
- 9/30/11 Administrators submit operations & maintenance needs

| October 2011 | | | | | | |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

- 10/25/11 Budget Advisory Committee QEC and new Program Proposals to Superintendent 6:30 pm

| November 2011 | | | | | | |
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| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

- 11/01/11 Team Leader, Department Chair, budgets due to Principals
- 11/14/11 BOE discussion on new program proposals
SB&G submits repair budget
- 11/22/11 Principals and Supervisors meet with Superintendent and ASB
Budget Advisory Committee 6:30 pm

| December 2011 | | | | | | |
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| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

- 12/01/11 Budgets due from Administrators
Revisions and updates to long-range plans due, e.g. equipment and Human Resources
- 12/06/11 Questar III service requests forms due from Administrators

| January 2012 | | | | | | |
|--------------|----|----|----|----|----|----|
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| 29 | 30 | 31 | | | | |

- 01/03/12 Budget Advisory Committee (Instructional) 6:30 pm
- 01/17/12 Budget Advisory Committee (if needed) 6:30 pm
- 01/20/12 Final day for 2011-12 Requisitions
- 01/31/12 Budget Advisory Committee (District Office, Operations and Maintenance, Transportation, Food Service) 6:30 pm

| February 2012 | | | | | | |
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- 02/08/12 List of disabled voters for Absentee Ballots requested from three counties
- 02/14/12 Budget Advisory Committee (if needed) 6:30 pm
- 02/21/12 Distribution of Budget Workbook
- 02/27/12 BOE Budget Workshop #1 (Instructional) 7:00 pm
- 02/29/12 Tax Levy Limit submitted to NYS Comptroller

| March 2012 | | | | | | |
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- 03/05/12 BOE Budget Workshop #2 (District Office, Operations and Maintenance, Transportation, Food Service) 7:00 pm
- 03/13/12 Budget Advisory Committee (Revenue) 6:30 pm
- 03/19/12 BOE Budget Workshop #3 (Revenue) 7:00 pm

- 03/27/12 Budget Advisory Committee 6:30 pm
Media Release: Voter Registration and Absentee ballots
- 03/29/12 Annual Meeting & Election notice #1
[Four times in the seven weeks preceding Vote; First being at least 45 days before the Vote.]

| April 2012 | | | | | | |
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| 29 | 30 | | | | | |

- 04/02/12 BOE Budget Workshop #4 7:00 pm
(if needed)
- 04/09/12 BOE adoption of 2012-2013 Proposed Budget and Property Tax Report Card
[Statutory deadline is April 20]
- 04/10/12 Property Tax Report Card submitted to SED and transmitted to media
- 04/12/12 Annual Meeting & Election notice #2
- 04/16/12 Deadline for filing petition in the office of the District Clerk by 5:00 pm
[no less than 30 days before the Vote]
- Deadline to submit to the District Clerk propositions to be added to the ballot
- 04/23-27/12 Budget Newsletter mailing
- 04/26/12 Annual Meeting & Election notice #3

| May 2012 | | | | | | |
|----------|----|----|----|----|----|----|
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| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

- 05/01/12 Media release on Proposed Budget and Vote

Proposed Budget available to public on business days and www.greenville.k12.ny.us
[7 days before Annual Budget Hearing]
- 05/02/12 Voter Registration
[at least 4 hours; no more than 14 days nor less than 5 days prior to the Vote]
Ellis Elementary School Elevator lobby
3:00 pm to 7:00 pm
- 05/03/12 Annual Meeting & Election notice #4

Absentee Ballots mailed
- 05/05/12 Budget Bus at Westerlo 3:45 – 4:30 pm
at Rensselaerville 5:00 – 5:45 pm
Budget Bus at Norton Hill 9:00 – 9:45 am
at Freehold 10:00 – 10:45 am
at Greenville 11:00 – 11:45 am
- 05/08/12 Annual Budget Hearing 7:00 pm
High School Auditorium
(no less than 7 and no more than 14 days prior to the Vote)
- 05/09/12 Budget Notice mailed
- 05/15/12 **Annual Meeting 1:00 pm**
~Budget Vote and BOE Election~ to
Ellis Cafeteria 9:00 pm
- 05/22/12 Budget Advisory Committee 6:30 pm

Ann Holstein moved, seconded by Rosanne Stapleton and carried unanimously to approve items (2) – (6):

2. Adopt NYS Common Core Standards for English Language Arts and Literacy

(Critical changes to The Common Core State Standards for English Language Arts in relation to existing New York State Standards focus on six major instructional shifts.

- *A balanced literacy program which consists of both Literature and Informational Text. Reaching 60% Informational Text to 30% Narrative at Commencement Level.*
- *Literacy in Social Studies, History, Science and the Technical Areas with reading and writing skills no longer the sole responsibility of the ELA program.*
- *Increased text complexity building a staircase of rigorous texts that continues through High School.*
- *A deeper understanding and application of language from text to answer higher-level questions.*
- *A balanced writing program that equally emphasizes narrative writing with writing arguments based on evidence.*
- *A consistent focus on Academic Vocabulary.*

The Common Core Learning Standards for English Language Arts and Literacy consist of the following:

- *Pre-K through grade 5: Reading Standards for Literature, Reading Standards for Informational Text, Reading Standards for Foundational Skills, Writing Standards, Speaking and Listening Standards, Language*
- *Standards for English Language Arts 6-12; Reading Standards for Literature, Reading Standards for Informational Text, Writing Standards, Speaking and Listening Standards, Language, Standards for Literacy in History/Social Studies, Science and Technical Subjects*

As part of the Quality Education Committee's Instructional Program Initiative process, a proposal will be submitted for The Continuum of Literacy Learning from Fountas and Pinnell during the month of October.)

2. Approve Memorandum of Understanding between the Greenville Central School District and Ulster-Greene ARC for School-To-Work programming for 2011-2012 (FY2012-29)

(The GCSD will pay \$1,400.00 for each month for ten [10] months for programming for one [1] district resident student.)

3. Approve Collaboration Agreement between the Greenville Central School District and Early Childhood Learning Center (FY2012-30)

(The purpose of this Agreement is to establish a working agreement between the Early Childhood Learning Center's Head Start program and the Greenville Central School District Committee on Preschool Special Education in addressing the needs of preschool children within the District who are eligible for evaluations and/or special education services in compliance with Federal and State laws and regulations.)

5. Approve Overnight Field Trip

- a. Destination: Syracuse State Fair, 581 State Fair Blvd, Syracuse, NY
- Dates: Departing: August 31, 2011 at 2:00pm
Returning: September 2, 2011 a 2:00pm
- Students: Approximately six (6) High School FFA students
- Chaperones: Rachel Anderson & Mark Cunnan

- b. Destination: National FFA Convention, Indianapolis, Indiana
- Dates: Departing: October 16, 2011 at 6:00am
Returning: October 23, 2011 at 7:00pm
- Students: Approximately ten (10) High School FFA students
- Chaperone: Rachel Anderson

6. Approve Annual Professional Performance Review Plan (APPR)

(For certain classroom teachers and building principals of schools in which such teachers are employed:

The Board of Education of the Greenville Central School District (the “District”), in public session at its meeting of September 19, 2011, adopts this Annual Professional Performance Plan (the “APPR Plan”) for certain of its classroom teachers and building principals for the 2011-2012 school year pursuant to the requirements of Education Law §3012-c and section 30-2 of the Regulations of the Board of Regents.

This APPR Plan will apply only to classroom teachers of common branch subjects or English language arts or mathematics in grades four to eight and building principals of schools in which such teachers are employed; the performance of other teachers and principals within the District will be evaluated in accord with the District’s existing Annual Professional Performance Review Plan developed and maintained pursuant to section 100.2(o) of the Regulations of the Commissioner of Education. Nothing in this APPR Plan will be construed to abrogate any conflicting provisions of any collective bargaining agreements in effect on July 1, 2010 during the term of such agreement and until the entry into a successor collective bargaining agreement.

(1) Ensuring Accurate Teacher and Student Data

The District shall ensure that the State Education Department (the “SED”) receives accurate teacher and student data, including enrollment and attendance data and any other student, teacher, school, course and teacher/student linkage data necessary to comply with the Regulations of the Board of Regents by providing such data in a format and timeline prescribed by the Commissioner. This process shall also provide an opportunity for every classroom teacher and building principal to verify the subjects and/or student rosters assigned to them.

(2) Reporting Individual Subcomponent Scores

The District will report to the SED the individual subcomponent scores and the total composite effectiveness score for each classroom teacher and building principal in the District in a format and timeline prescribed by the Commissioner.

(3) Development, Security and Scoring of Assessments

The District shall develop assessments, and shall ensure their security and scoring processes in a manner that ensures that any assessments and/or measures used to evaluate teachers and principals under this section are not disseminated to students before administration and that teachers and principals do not have a vested interest in the outcome of the assessments they score.

(4) Details of the District’s Evaluation System

The details of the District’s evaluation system cannot be described at this time pending the outcome of negotiations with the collective bargaining representatives of the classroom teachers and building principals of the District. Upon the successful completion of these negotiations, this APPR Plan will be amended to reflect the agreed-upon system.

(5) Details of Timely and Constructive Feedback Provided to Teachers

The details of how the District shall provide timely and constructive feedback to teachers cannot be described at this time pending the outcome of negotiations with the collective bargaining representatives of the classroom teachers and building principals of the District. Upon the successful completion of these negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.

(6) Appeals of Annual Professional Performance Reviews

- The details of the District's procedure for resolving appeals of annual professional performance reviews cannot be described at this time pending outcome of negotiations with the collective bargaining representatives of the classroom teachers and building principals of the District. Upon the successful completion of these negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.*
- (7) *Duration and Nature of Training Provided to Evaluators and Lead Evaluators*
The details of the District's procedure for providing training to evaluators and lead evaluators, including the duration and nature of such training and the process for certifying lead evaluators, cannot be described at this time pending the outcome of negotiations with the collective representatives of the classroom teachers and building principals of the District. Upon the successful completion of these negotiations, this APPR Plan will be amended to reflect the agreed-upon procedures.
- (8) *Required Certificates*
The District shall include with this APPR Plan any certifications required by the Board of Regents regulations.
- (9) *Filing and Publication of APPR Plan*
This APPR Plan shall be filed in the office of the District, and shall be made available to the public on the District's website by September 10, 2011, or within ten days after its adoption, whichever shall later occur.)

VI. Discussion

A. Board Committee Reports

- **Quality Education Committee: Ann Holstein**
 Future goals were discussed and commencement outcomes were finalized.
- **Greenville Educational Foundation: Ann Holstein**
 Reminder of Homecoming 2011. Breakfast on Saturday, October 1, 2011 from 7:30am to 10:30am.
- **Technology Committee: Lawrence Tompkins**
 No report, next meeting October 17, 2011
- **Gifted & Talented Committee: Ann Holstein**
 No report, next meeting October 26, 2011
- **District Planning Committee: Wilton Bear, Jr**
 President Bear discussed the tour of Vassar College on August 23, 2011 energy efficiency and environmental sustainability for the facilities on campus.
- **Audit Committee: Lawrence Tompkins, Gregory Lampman, Wilton Bear, Jr.**
 The Audit committee met with Victor V. Churchill of Sickler♦Torchia Allen & Churchill, Certified Public Accountants, PC on August 15, 2011 to discuss the draft of the external audit report prior to presentation to the Board of Education
- **Budget Advisory Committee: Jason Reinhard**
 No report
- **Universal Pre-K Committee: Anne Mitchell**
 Anne Mitchell reported the committee is considering amending the UPK charge and focus of the committee and will report later in the school year as to its status.
- **Greene County School Boards: Gregory Lampman**
 GCSBA Steering Committee will meet on September 20, 2011

(Committee schedules vary as some do not meet every month. However, the committees are noted on the agenda each month to keep the Board informed.)

- B. Report Tour of Facilities in accordance with Board of Education Policy #2.230-99
(“The Board of Education or a committee thereof shall visit each school under the supervision of the Board of Education at least once annually. Such committee shall report on the condition of that school at the next regularly scheduled meeting of the Board of Education.”)

Board President, Wilton Bear, Jr., reviewed the Tour of Facilities from earlier this evening. Thanks again were extended to Robert Schrader and his staff for all repair work completed before the delayed opening of the GCSD on September 13, 2011.

- C. Establish BOE Charges for Committees:
- Gifted & Talented Committee
 - Mentor Committee
 - Health & Safety Committee

Superintendent Dudley stated these committees will meet to discuss areas of focus and develop a charge in alignment with those areas for approval by the Board of Education.

- D. Exterior Security Camera System
*(WHEREAS, the Board of Education [the “Board”] of the Greenville Central School District [“the District”] has been advised that the District has been the victim of vandalism on the campus; and
WHEREAS, continued vandalism presents an immediate threat to the safety of students, staff and District facilities; and
NOW, THEREFORE, BE IT
RESOLVED that the Board has determined that, based upon the safety-sensitive nature of the vandalism and the need to prevent future occurrences, and be it further
RESOLVED that the Board hereby authorizes and directs the transfer of funds in the amount of \$7,940.00 from budget code # 1620 404 07 0655, Building Alterations, to budget code # 1620 200 07 0004, Equipment, for the purchase of exterior security camera system and to charge \$304.00 to code 1620 450 07 0678 for hardware and \$800.00 to code 1620 404 07 0655 Building Alterations, to pay for the installation of the exterior security camera system.)*

To enhance security in the school campus, it was recommended that the Board consider approval of the installation of an exterior security camera system. This will be presented as an action item on the October Board agenda for Consideration by the Board.

- E. Rural Schools Association (RSA) 2011-2012 Legislative Survey
(As the District is a member of the Rural Schools Association, Board of Education input on a 2011-2012 Legislative Survey has been requested. It is the intent of the RSA to advocate for school districts based on the priorities identified by boards of education. The RSA is requesting legislative priorities be identified to guide their work during the upcoming legislative session. The Superintendent will need to respond by September 23, 2011.)

The Board indicated state mandate relief should have the highest legislative priority followed by concerns for equity of high quality technology access for the rural students of our district.

- F. Athletic Code of Conduct
(The Athletic Code of Conduct, an extension of the Code of Conduct, applies to those students who participate in the various offerings of our District’s athletic program. It is intended, that

subject to any revisions, a final Athletic Code of Conduct will be presented to the Board for consideration in October.)

It is anticipated that the Athletic Code of Conduct will be placed on the October Agenda for consideration by the Board of Education.

G. Property Tax Cap Update

- *(NYS has a property tax cap not a two [2]percent cap*
- *The property tax cap limits the school district levy not the individual tax bill of resident taxpayers*
- *Allowable tax levy increase will vary by district*
- *Certain expenses are exempt from the cap*
- *An override of the cap requires sixty percent voter approval*
- *Voter approval is for the budget plan not the tax levy percentage)*

Assistant Superintendent for Business, Tammy J. Sutherland stated the Property Tax Cap begins with the 2012-2013 school year budget. It is in effect through at least 2016-2017. Although it has been called a 2% cap, it is actually calculated by a formula and can be both under and over 2%. The property cap is a cap on the levy not on the tax rate which may be confusing to tax payers who are expecting their tax bills not to increase by more than 2%. The actual allowable tax levy increase will vary by district. The Board of Education can present a budget that is higher than the cap but will need 60% voter approval. It is important to begin communicating the details of the cap with the community.

VII. Board Members' input for possible discussion at a later date

- NYS Department of Education reimbursement to school districts for days of attendance lost due to the impact of Hurricane Irene
- Race to the Top-Early Learning Challenge Grant (RTT-ELC)
(Improving early learning and development programs for young children, deadline October 19, 2011)
- Automatic calling systems for emergency closings

VIII. Closing Open Forum

There were no comments

IX. Executive Session

At 7:56 p.m. Ann Holstein moved, seconded by Rosanne Stapleton and carried unanimously to adjourn to Executive Session to discuss collective negotiations pursuant to article fourteen of Civil Service Law. At 9:20 p.m. Gregory Lampman moved, seconded by Ann Holstein and carried unanimously to return to open session.

X. Adjournment

At 9:24 p.m. Jason Reinhard moved, seconded by Lawrence Tompkins and carried unanimously to adjourn the meeting.

District Clerk

Board of Education President