

Greenville Central School District
Board of Education
PROPOSED AGENDA
Business Meeting
Monday
June 8, 2009

7:00 p.m.

High School Library

- ✓ = Board action is expected.
Information noted in italics is provided as reference and/or background for the Board of Education on the particular matter or item.

I. Call to Order by President Wilton Bear, Jr.

- A. Flag Salute and Pledge of Allegiance**
- B. Roll call and quorum check**
- C. Introduction and welcome of visitors**
- D. Fire evacuation procedures**

✓ **II. Approval of Agenda**

III. Accolades

Presentations to Retirees:

George Rauf

(Mr. Rauf retires with over thirty (30) years of service to the children of the Greenville Central School District as a bus driver.)

Maria Marquit

(Ms. Marquit retires after nineteen (19) years of service to the children of the Greenville Central School District as an Aide/Monitor.)

On May 7, 2009 the Catskill Elks Lodge #1341 and the Greene County Youth Bureau sponsored a recognition dinner to celebrate students from Greene County for the Youth of the Year Award. This year, Greenville High School was proud to have two students recognized for this Award: Joseph Zeitler and Amber Moak for their outstanding contributions to their school, and community, and their selflessness and humanitarian values.

IV. Forum

NOTE: The 30 minute forum is the time the Board sets aside to hear comments from the public. This is an opportunity for residents to voice concerns or compliments, especially about items on the agenda. However, this is not the time to register complaints about individuals or about items that have not first been addressed through proper channels.

✓ **V. Action Items: A – G:**

- ✓ **A. Accept Minutes of the Business Meeting of May 11, 2009, the Annual Budget Hearing May 12, 2009 and the Annual Budget Vote of May 19, 2009**
- ✓ **B. Accept Treasurer's Report; Statement of Conditions for the General, Federal, Cafeteria and Capital Funds; Revenue Report for the General, Federal, Cafeteria and Capital Funds; Cafeteria Profit and Loss Statement; and Transfer of Funds for General Fund for the month ending May 31, 2009**

- ✓ **C. Accept Internal Claims Report for month ending May 31, 2009**
- ✓ **D. Accept Special Student Services Recommendations**
 - 1. **Committee on Special Education from the meetings of April 9, 20, 21, 23, 24, 28, 29 and 30, May 5 and 7, 2009**
 - 2. **Committee on Special Education for Preschool from the meeting of April 29, 2009**
- ✓ **E. Approve Personnel Agenda** *(Please refer to the Personnel Agenda attachment)*
- ✓ **F. Business Management**
 - 1. **Approve the Consulting Agreement and Terms and Conditions with Needham Risk Management Resource Group for the 2009-2010 school year.**
(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. For authorized services in excess of the Base Annual Hours, Client shall pay the Consultant at the rate of \$65.00.)
 - 2. **Approve solicitation of bids for 2009-2010**
 - a. Copy paper
 - b. Physical Education & Athletic supplies
 - c. Cafeteria supplies
 - d. Custodial supplies
 - e. Transportation parts and supplies
 - f. Refuse removal
 - 3. **Withdraw original bid of one (1) multi-position wheelchair accessible van awarded to Don Brown Sales, Inc. in the amount of \$55,896.22**
(At the May 11, 2009 Board of Education meeting, one [1] multi-position wheelchair accessible van was awarded to Don Brown Sales, Inc., 703 County Highway 107, Johnstown, NY in the amount of \$55,896.22. Since then Don Brown Bus Sales has withdrawn the bid due to the manufacturer [Trans Tech Bus] cancelling Don Brown Bus Sales as a dealer/distributor for the product. After consultation with school attorneys, Girvin & Ferlazzo, it is recommended that the Board of Education accept the withdrawal of the original bid and award the bid to the next lowest bidder.)
 - 4. **Award bid for one (1) multi-position wheelchair accessible van to Matthew Buses, Inc. in the amount of \$56,935.05.**
(As legal counsel has recommended to award the bid to the next lowest bidder, it is recommended to award the bid to Matthew Buses, Inc., 2900 Route 9 Malta, Ballston Spa, NY in the amount of \$56,935.05.)
 - 5. **Approve SEQRA (State Environmental Quality Review Act) Resolution for District Wide Telephone System Replacement Project:**
(BE IT RESOLVED that the Board finds and concludes that the proposed action is a Type II action within the meaning of 6 NYCRR §617.5 and therefore is not subject to review under SEQRA and the regulations thereunder.

WHEREAS, the Board of Education of the Greenville Central School District [“Board”] has proposed to undertake a project consisting of the replacement and upgrade of the District’s existing telephone system and network (“the Project”); and

WHEREAS, the Board wishes to fully comply with its obligations under the State Environmental Quality Review Act [“SEQRA”] and the regulations thereunder with respect to the proposed action; and

WHEREAS, the Board has carefully considered the nature and scope of the proposed action; and

WHEREAS, upon review of the foregoing, the Board makes the following determinations:

- 1. The proposed action involves the replacement and upgrade of the District's existing telephone system and network;*
- 2. The proposed project represents maintenance or repair involving no substantial changes in an existing facility or structure within the meaning of 6 NYCRR 617.5(c)(1); and/or alternatively the replacement, rehabilitation or reconstruction of a structure or facility in kind within the meaning of 6 NYCRR 617.5(c)(2).*
- 3. The proposed action will in no case have a significant adverse impact based on the environment based on the criteria contained in 6 NYCRR § 617.7(c), and is not otherwise a Type I action as defined by 6 NYCRR § 617.4.*
- 4. The proposed action is a Type II action within the meaning of 6 NYCRR 617.5 and is therefore not subject to review under SEQRA and the regulations thereunder.*

NOW THEREFORE BE IT RESOLVED, that the Board finds and concludes that the proposed action is a Type II action within the meaning of 6 NYCRR 617.5 and therefore is not subject to review under SEQRA and the regulations thereunder.

6. Approve Agreement between the Greenville Central School District and Stieglitz Snyder Architecture for a District Wide Telephone System Replacement Project

(This contract is for the development of construction drawings and specifications for installation of a new district-wide telephone system as a replacement to the existing system in the amount of \$31,000.00. This project follows a "District Wide Telephone System Upgrades" study done by Stieglitz Snyder Architecture and delivered to the Greenville Central School District in April of 2009. This contract is for the following base scope of items:

- 1. Installation of additional POE data switches to accommodate new IP telephone handsets and integration into existing LAN (local area network).*
- 2. Installation of a new PRI/DID telephone system.*
- 3. Upgrade of data closet cooling systems*
- 4. Upgrade of data closet power systems to ensure adequate and clean power to network hardware.*
- 5. Installation of IP telephone handsets only in locations where they presently exist.*
- 6. Call processing and messaging components.*
- 7. UPS backup power supplies for telephone data switches.*
- 8. System training/maintenance.*
- 9. System implementation.*
- 10. Emergency analog telephone handsets for each building.*
- 11. Upgrade the network switching gear in the high school server closet (WC-1).*
- 12. Alternates 1B through 5, as per the Tel/Data report dated March 27, 2009*

SERVICES:

- 1. Conduct field work to assist with development of contract documents.*
- 2. Develop design development drawings and technical specifications.*
- 3. Develop design development probable project cost estimate.*
- 4. Attend review meeting with Owner, respond to Owner comments, and incorporate Owner comments into next submission.*

5. *Develop construction drawings and technical specifications.*
6. *Develop construction document probable project cost estimate.*
7. *Attend review meeting with Owner, respond to Owner comments, and incorporate Owner comments into next submission.*
8. *Develop bid document drawings and technical specifications.*

DELIVERABLES:

1. *Meeting minutes*
2. *Written responses to Owner comments*
3. *Design development documents*
4. *Construction documents*
5. *Bid documents*

BIDDING ASSISTANCE AND CONSTRUCTION:

1. *Attend pre-bid meeting.*
2. *Respond to RFI's during bidding and during construction.*
3. *Review bids and bidder qualifications.*
4. *Attend pre-construction meeting.*
5. *Attend a maximum of three (3) site inspections/construction meetings during course of construction.*
6. *Review of contractor submittals and shop drawings.*
7. *Conduct preliminary and final punch list walkthroughs.)*

7. Approve Change Orders #4, #5, and #6 for the Scott M. Ellis Elevator Project (EXCEL) for a total amount of \$16,758.00

a. #4 General Contractor: Zandri Construction Corporation

Additional Asbestos Abatement	\$ 2,597.00
Add steel plate to support CMU at first and second floor	\$ 973.00
Reconstruct soffit at cafeteria corridor/addition	\$ 520.00
Allowance #2 to provide card reader system	\$ 6,000.00
Added cost for card reader system	<u>\$ 600.00</u>
	\$10,690.00

b. #5 Plumbing Contract: Mazone Plumbing and Heating

Snake out existing underground storm line	\$ 2,500.00
Credit for canopy drains	-\$ 625.00
Credit for leaving stair tower roof drain in place	<u>-\$ 100.00</u>
	\$ 1,775.00

c. #6 Electrical Contract: Brunswick Electric

Relocate existing underground raceway for fuel tanks	\$ 2,884.00
Credit for re-sized elevator wiring	- \$ 1,245.00
Added wiring for door hold opens	\$ 1,567.00
Added cost to wire card reader security system	<u>\$ 1,087.00</u>
	\$ 4,293.00

Grand Total \$16,758.00

(The funding from the contingency allocation for the project is within the total project Budget and requires approval by the Board of Education in the form of a Change Order.)

- 8. Accept donations from Stiefel Laboratories, Inc. including fifty (50) 512 MB Flash drives and miscellaneous office supplies**
(Director of Technology, Scott Gardiner, reformatted the 50 flash drives for student use. All other items will be used in the offices and for student supplies.)
- 9. Approve the Health and Welfare Services Contract with the Berne-Knox-Westerlo Central School District for three (3) students in the amount of \$955.32**
(Revenue~This contract provides health services for three [3] Berne-Knox-Westerlo students at \$318.44 per student that are attending Grapeville Christian Academy for the 2008-2009 school year.)
- 10. Approve the Health and Welfare Services Contract with the Catskill School District for nine (9) students in the amount of \$2,865.96**
(Revenue~This contract provides health services for nine [9] Catskill students at \$318.44 per student that are attending Grapeville Christian Academy for the 2008-2009 school year.)
- 11. Approve the Health and Welfare Services Contract with the Cairo-Durham Central School District for fifteen (15) students in the amount of \$4,776.60**
(Revenue~This contract provides health services for fifteen [15] Cairo-Durham students at \$318.44 per student that are attending Grapeville Christian Academy for the 2008-2009 school year.)
- 12. Approve the Health and Welfare Services Contract with the Coxsackie-Athens Central School District for twenty-two (22) students in the amount of \$7,005.68**
(Revenue~This contract provides health services for twenty-two [22] Coxsackie-Athens students at \$318.44 per student that are attending Grapeville Christian Academy for the 2008-2009 school year.)
- 13. Approve the Health and Welfare Services Contract with the Hudson City Central School District for five (5) students in the amount of \$1,592.20**
(Revenue~This contract provides health services for five [5] Hudson students at \$318.44 per student that are attending Grapeville Christian Academy for the 2008-2009 school year.)
- 14. Approve the Health and Welfare Services Contract with the Middleburgh Central School District for two (2) students in the amount of \$636.88**
(Revenue~This contract provides health services for two [2] Middleburgh students at \$318.44 per student that are attending Grapeville Christian Academy for the 2008-2009 school year.)
- 15. Approve the Health and Welfare Services Contract with the Ravena-Coeymans-Selkirk Central School District for eight (8) students in the amount of \$2,547.52**
(Revenue~This contract provides health services for eight [8] Ravena-Coeymans-Selkirk students at \$318.44 per student that are attending Grapeville Christian Academy for the 2008-2009 school year.)
- 16. BE IT RESOLVED to close the existing Tax Certiorari Reserve Fund and return the unneeded monies in the amount of \$75,600.05 to the General Fund.**
(This reserve fund was established by the Board of Education to pay for judgments and claims in tax certiorari proceedings. Monies held in reserve may not exceed the amount necessary to meet anticipated judgments and claims. Tax Certiorari Reserve Funds have the following restrictions: Money not expended for judgment and claims in the year deposited, must be returned

to the General Fund on or before the 1st day of the 4th school year after the deposit of such monies into the Reserve. We have exceeded the time limit and we currently have no outstanding claims against the district. A recommendation will be made to put a dollar amount equal or greater then \$75,600.05 in the Capital Reserve Account at the next Board Meeting.)

✓ **G. School Management**

1. **BE IT RESOLVED that the Board of Education hereby appoints the following individuals to serve on the Board of Voter Registration for 2009-2010: Barbara Soldner, Diane Therrien-Smith, Kathy Gaspar, Ronnie Joyce Campbell**
(Martha Hillicoss resigned as an alternate to the Voter Registration Board and a new appointment for an alternate will be approved at a later date.)

2. **Annual Organizational Meeting on Monday, July 13, 2009**

BE IT RESOLVED that the Greenville Central School District Board of Education conduct the Annual Organizational Meeting for the 2009-2010 school year on Monday, July 13, 2009 at 7:00 p.m. in the High School Library to conduct such business as is required including the administration of a constitutional Oath of Office to newly elected Board members and District Officers of the Board of Education.

3. **Approve textbooks**

- a. Title: World Studies Medieval Times to Today
Author: N/A
Class: Sixth (6th) Grade Social Studies
Publisher: Pearson Prentice Hall
Copyright: 2008
Cost: \$18.47
Quantity: 40

- b. Title: World Studies The Ancient World
Author: N/A
Class: Sixth (6th) Grade Social Studies
Publisher: Pearson Prentice Hall
Copyright: 2008
Cost: \$18.47
Quantity: 160

(These textbooks were recommended by Principal Jeffrey Palmer and the Sixth Grade Faculty members: JoAnn Simmons, Caroline Caputi, Joanne Lounsbury, Anne Marie Conroy, Teresa Carlton, Susan Hollywood, Sandra Washburn and Nanci Cremen.)

4. **Approve overnight field trip**

- a. Trip Destination: Oswegatchie Educational Center, Croghan, NY
Dates: Departing 8:00 AM on July 5, 2009 and
returning 2:00 PM on July 10, 2009
Students: Approximately twelve (12) High School FFA members
Chaperones: Mark Cunanan, & Michaela Kehr

VI. Discussion

A. Annual Budget Vote & Election

B. Update on Scott M. Ellis Capital Project (EXCEL)

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

VIII. Closing Open Forum

NOTE: The 15 minute Closing Open Forum is the time the Board sets aside to hear comments from the public. This is an opportunity for residents to voice concerns or compliments, especially about items on the agenda. However, this is not the time to register complaints about individuals or about items that have not first been addressed through proper channels.

IX. Executive Session

It is expected that the Board of Education will adjourn to Executive Session to discuss matters concerning particular persons. The Board will return to public session after Executive Session but will not be taking any action and then will adjourn.

Conduct of Executive Sessions: Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered, a public body may conduct an executive session for the below enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys:

- matters which will imperil the public safety if disclosed;
- any matter which may disclose the identity of a law enforcement agent or informer;
- information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
- discussions regarding proposed, pending, or current litigation;
- collective negotiations pursuant to article fourteen of Civil Service Law;
- the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
- the preparation, grading, or administration of exams;
- the proposed acquisition, sale, or lease of real property or the proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value of these things.

With certain limited exceptions, no official action can be taken on issues discussed in executive session without first returning to public session. An exception includes voting on charges against a tenured teacher. No public body, including a school board may vote to appropriate money during an executive session. All members of the board of education, other than a student board member, and any other person authorized by the board may attend an executive session. Thus, only those people invited by the board may attend. It is important that a school board exercise discretion in deciding whom to invite into executive session because of important confidentiality issues. Board members must maintain confidential information acquired in executive session.

X. Adjournment

Greenville Central School District
Board of Education
PERSONNEL AGENDA
Business Meeting
June 8, 2009
High School Library

✓ **E. 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 personnel appointments:

1. Unclassified

a. Appointments to Tenure

- | | |
|------------------------------------|------------------------------------|
| 1. Name of Appointee: | Jacqueline Moylan |
| Tenure Area: | English |
| Commencement of service on Tenure: | September 1, 2009 |
| Certification: | English 7-12, Permanent |
| 2. Name of Appointee: | Dianne Lewis |
| Tenure Area: | Industrial Arts |
| Commencement of service on Tenure: | September 1, 2009 |
| Certification: | Technology Education, Professional |
| 3. Name of Appointee: | Christine Lochner |
| Tenure Area: | Teaching Assistant |
| Commencement of service on Tenure: | September 1, 2009 |
| Certification: | Teaching Assistant Level III |
| 4. Name of Appointee: | Susan Evans |
| Tenure Area: | Teaching Assistant |
| Commencement of service on Tenure: | September 1, 2009 |
| Certification: | Teaching Assistant Level III |
| 5. Name of Appointee: | Ellin Crosby |
| Tenure Area: | Teaching Assistant |
| Commencement of service on Tenure: | September 1, 2009 |
| Certification: | Continuing |
| 6. Name of Appointee: | Susan Downey Gaudons |
| Tenure Area: | Teaching Assistant |
| Commencement of service on Tenure: | September 1, 2009 |
| Certification: | Teaching Assistant Level III |
| 7. Name of Appointee: | Veronica Lansing |
| Tenure Area: | Teaching Assistant |
| Commencement of service on Tenure: | September 1, 2009 |
| Certification: | Teaching Assistant Level III |

8. Name of Appointee: Amanda Caulkins
 Tenure Area: Psychology
 Commencement of service on Tenure: September 1, 2009
 Certification: Psychology

b. Substitutes

1. Name of Appointee: Michael Flagg
 Position: Substitute Psychologist & Teacher
 Certification: Pending
 Effective: May 12, 2009
 Salary: \$75.00 per diem
 Status: Conditional

2. Name of Appointee: Valerie Carter
 Position: Substitute Teacher
 Certification: School Administrator & Supervisor
 Effective: May 11, 2009
 Salary: \$90.00 per diem
 Status: Cleared for employment

2. Classified

a. Permanent from Probationary

1. Name of Appointee: April Bishop
 Position: Custodian
 Date of Permanent Appointment: December 8, 2008
 Status: Cleared for employment
(Permanent appointment is retroactive to date of hire. The probationary period ends June 17, 2009 extended due to unpaid leave of eight [8] days.)

b. Substitutes

1. Name of Appointee: George Stock
 Position: Substitute cleaner
 Effective: June 9, 2009 to June 30, 2009
 Status: Cleared for employment

2. Name of Appointee: William Burdett
 Position: Substitute bus driver
 Effective: May 26, 2009 to June 30, 2009
 Status: Cleared for employment

c. Transportation Summer 2009

1. Name of appointees: Richard Rippel (\$21.13)
 Rhonda Hempstead-Julig (\$20.09)
 Jeffrey Rauf (\$20.09)
 Linda Covais (\$20.09)
 James Lawton (\$20.09)
 Lynda Wright (\$20.09)
 Eleni Preisner (\$20.09)
 Delwin Shaver (\$19.34)
 Rose Ann Siegrist (\$18.68)
 Karen Wood (\$18.68)
 Judy Pebler (\$16.78)

Mary Brill (\$16.78)
 Andrea Wilson (\$16.78)
 Lloyd Potter (\$16.78)
 Susan Spain (\$21.13)
 Katherine Penniston (\$16.78)
 Tammy Knowles (\$18.68)
 Kelly Snyder (\$16.78)

Position: Bus drivers and/or substitute bus drivers
 Effective : July 1, 2009 to September 4, 2009
 Salary: Driver's contractual rate of pay
 Status: Cleared for employment

(Potential drivers listed by seniority. Bus drivers will be compensated at their current rate of pay according to the GPF contract. Drivers will be assigned to bus routes, depending on the number necessary for the summer program, according to seniority order. Those drivers not assigned to a route will also be placed on the summer school substitute driver list and will be assigned as needed according to seniority order. Substitute drivers are listed in seniority order.)

2. Name of Appointee: Kathleen Rogers
 Position: Summer Bus Attendant
 Classification: GCCS/Non-competitive
 Commencement of Service: July 1, 2009 to September 4, 2009
 Salary: \$12.64 per hour
 Status: Cleared for employment

(This appointment is based on need as required on the student's IEP.)

d. Buildings & Grounds Summer 2009

1. Name of Appointee: Dawn Becker
 Position: Summer Cleaner
 Classification: GCCS/Non-competitive
 Commencement of Service: July 1, 2009 to September 4, 2009 (up to a maximum of 40 days)
 Salary: Year 1 at \$13.92 per hour
 Status: Cleared for employment

2. Name of Appointee: Thomas Fitzgibbons
 Position: Summer Cleaner
 Classification: GCCS/Non-competitive
 Commencement of Service: July 1, 2009 to September 4, 2009 (up to a maximum of 40 days)
 Salary: Year 1 at \$13.92 per hour
 Status: Cleared for employment

3. Name of Appointee: Georgina Jones
 Position: Summer Cleaner
 Classification: GCCS/Non-competitive
 Commencement of Service: July 1, 2009 to September 4, 2009 (up to a maximum of 40 days)
 Salary: Year 1 at \$13.92 per hour
 Status: Cleared for employment

4. Name of Appointee: Joseph Kraft
Position: Summer~Bus Cleaner
Classification: GCCS/Non-competitive
Commencement of Service: July 1, 2009 to September 4, 2009 (up to
A maximum of 40 days)
Salary: Year 1 at \$13.92 per hour
Status: Cleared for employment
(Assigned to Transportation at a summer bus cleaner.)

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.