

Greenville Central School District  
Board of Education  
Business Meeting Minutes  
Monday  
August 11, 2008.

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

A meeting of the Board of Education was held on Monday, August 11, 2008 in the High School Library. Mr. Wilton Bear, Jr., President, called the meeting to order at 7:01 p.m.

A. Members present:                      Wilton Bear, Jr.  
    Ann Holstein  
    Gregory Lampman  
    Anne Mitchell (7:03 p.m.)  
    Rosanne Moore (7:08 p.m.)  
    Lawrence Tompkins

Member absent:                            Tina Dombroski

Others present:                            Cheryl A. Dudley, Superintendent  
    Jacqueline O'Halloran, District Clerk  
    Tammy J. Sutherland, Assistant Superintendent for Business  
    Lisa Knowles, Director of Pupil Personnel Services  
    Michael Laster, High School Principal  
    Peter Mahan, Elementary School Principal  
    Scott Turrin, Assistant High School Principal & Director of Athletics

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

**II. Approval of Agenda**

Gregory Lampman moved, seconded by Ann Holstein and carried unanimously to approve the Agenda for the Business meeting on Monday, August 11, 2008.

**III. Accolades**

Michaela Kehrler was presented with the New York Association of Agricultural Educators Outstanding Young Teacher Award at their annual awards banquet and will be eligible to compete for National recognition in December 2009. The NYAAE Outstanding Young Teacher Award is presented each year to a NYAAE member who has between three and five years of teaching experience. Applicants are judged on the following areas: teaching philosophy, instruction, experiential learning, development of youth organizations (FFA), community partnerships, marketing of the program and professional growth.

A plaque was presented by Cheryl A. Dudley, Superintendent and Board President Wilton Bear, Jr. to Michael Mosall commemorating his retirement from his position as Middle School Science Teacher and appreciation was expressed for twenty-two years of service to the children of the Greenville Central School District.

**IV. Open Forum**

There were no comments.

**V. Action Items: A – F**

Lawrence Tompkins moved, seconded by Anne Mitchell and carried unanimously to approve items (A) – (C).

**A. Minutes of the July 14, 2008 Organizational and Regular Business Meeting**

**B. Treasurer's Report from June 30 and July 31, 2008, Statement of Conditions, Revenue Report from June 30, 2008 and Transfer of Funds for the month ending July 31, 2008 (FY2009-8)**

**C. Internal Claims Audit Report from July 31, 2008 (FY2009-9)**

**D. Personnel Agenda**

Gregory Lampman moved, seconded by Ann Holstein and carried unanimously to approve the 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. Resignation

1. Name:	Jeanette Call
Position:	Special Education
Certification:	Special Education
Tenure Area:	ECHC-GSE (Education of Children with Handicapping Conditions-General Special Education)
Effective Date:	July 7, 2008

b. Probationary Appointments

1. Name of Appointee:	Karen Rosenberg
Tenure Area:	Elementary
Probationary Period:	September 1, 2008 to August 31, 2010
Commencement of Service:	September 1, 2008
Certification:	Nursery, K and Grades 1-6 Permanent
Column & Step Placement:	Column V, Step 11 at \$53,247.00 per year
Status:	Cleared for employment
<i>(This is a corrective appointment for the length of the probationary period).</i>	
2. Name of Appointee:	Pam Germain-Asam
Tenure Area:	Elementary
Probationary Period:	September 1, 2008 to August 31, 2011
Certification:	Childhood Education (Grades 1-6), Initial
Commencement of Service:	September 1, 2008
Salary:	Column IV, Step 2 at \$43,535.00 per year
Status:	Cleared for Employment
<i>(Ms. Germain-Asam was a long term substitute filling a child-rearing leave from January 2008 to the end of the 2007-2008 school year.)</i>	

3. Name: Barbara Brandon  
 Tenure Area: Elementary  
 Probationary Period: September 1, 2008 to August 31, 2010  
 Certification: Provisional, Pre-Kindergarten, Kindergarten and Grades 1-6, expiring January 31, 2010  
 Commencement of Service: September 1, 2008  
 Salary: Column I, Step 2 at \$41,719.00 per year  
 Status: Cleared for employment  
*(Ms. Brandon is entitled to Jarema credit as she was appointed as an extended term substitute for the entire 2007-2008 school year.)*

c. Extra Duty Compensation Department Chairs 2008-2009

1. Special Education/  
 Remedial (K-5) Maureen Pulice

d. Extra Duty Compensation Elementary Team Leaders

1. Kindergarten Maryanne Overbaugh  
 2. Grades 1/2 Sheila Brady  
 3. Grades 1/2 Jane Scrafford  
 4. Grade 3/4 William Kiefer  
 5. Grade 3/4 Kathleen Gruhle  
 6. Grade 5 Bonnie Persico

e. Extra Duty Compensation Clubs Elementary School 2008-2009

1. Student Activities Council Co-Advisors (2): Gloria Bear  
 Vikki Hawkins  
 2. Band Director Christine Wegrzyn  
 3. Musical Director Alicia Lewis  
 4. Newsletter Laura Calvino  
 5. Art Club Judy Spring  
 6. Yearbook Kathleen Quackenbush  
 7. Choral Director Alicia Lewis  
 8. Computer Club Kathleen Quackenbush  
 9. Nature's Classroom Rochelle Rawlee  
 10. Sound Person Christine Wegrzyn

f. Substitute lists for 2008-2009

Name of Appointee: Per Lists  
 Position: Administrator, Substitute Teacher, Teaching Assistant per diem  
 Effective: September 1, 2008 to June 30, 2009  
 Status: Cleared for employment

## 2. Classified

a. Permanent Appointment from Probationary

1. Name of appointee: Phillip Edwards  
 Position: Custodian  
 Date of permanent Appointment: January 23, 2008  
*(Permanent appointment is retroactive to date of hire.)*

2. Name of appointee: Jose Porto  
 Position: Custodian  
 Date of permanent appointment: December 11, 2007  
*(Permanent appointment is retroactive to date of hire.)*

b. Substitute Lists for 2008-2009

1. Name of appointee:
- Positions:

Per lists  
Registered Nurse, Clerical, Food Service,  
Cleaner, Aide/Monitor, Bus Driver

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**

Ann Holstein moved, seconded by Gregory Lampman and carried unanimously to approve the following (1) – (5).

**1. Award Bid for copy paper for 2008-2009 to Ricoh Corporation**

*(Bids were opened in the Business Office on Wednesday, August 5, 2008 for copy paper supplies for the 2008-2009 school year. Packets were mailed to six [6] prospective bidders with two [2] responses. It is recommended to award the bid to Ricoh Corporation, Uniontown, Ohio in the amount of \$29.60 per case for 8 ½" x 11" copy paper and \$39.92 per case for 8 ½" x 14" copy paper. The price for 8 ½" x 11" increased by \$1.00 per case, and the price for 8 ½" x 14" increased by \$1.65 per case from the 2007-2008 bid. State contract prices are \$34.31 per case for 8 ½" x 11" and \$46.15 per case for 8 ½" x 14". All bids are on file in the Business Office.)*

**2. Award Bids for Cafeteria Supplies for 2008-2009 (FY2009-10)**

*(Cafeteria bids were opened in the District Office on Tuesday, August 5, 2008. Twenty-eight [28] bid packets were mailed and seven [7] companies responded. All bids are on file in the District Office. The following are recommended for the 2008-2009 school year.)*

**Bread:** Five (5) bid forms were mailed with one (1) response.  
RECOMMENDATION: Freihofer Sales Company (Weston Corp.)

**Canned/Dry Goods:** Six (6) bid forms were mailed with one (1) response.  
RECOMMENDATION: Ginsberg's

**Ice Cream:** Three (3) bid forms were mailed with one (1) response.  
RECOMMENDATION: Gillette Creamery

**Meat:** Eight (8) bid forms were mailed with one (1) response.

**Milk:** Six (6) bid forms were mailed with two (2) responses.  
RECOMMENDATION: Byrne Dairy

**Paper:** Ten (10) bid forms were mailed with one (1) response.  
RECOMMENDATION: Hill & Markes

**Pizza:** Five (5) bid forms were mailed with one (1) response.  
RECOMMENDATION: Ginsberg's

**3. Award Bid for Town Water Extension Project for 2008-2009 to Gary Excavating in the amount of \$49,580.00. (FY2009-11)**

*(Ten [10] bid packets were mailed for the Town Water Line Extension Project. Three [3] bids were received in the Business Office prior to the bid deadline of August 4, 2008 at 11:00 a.m. It is the recommendation that the bid be awarded to Gary Excavating in the amount of forty-nine thousand four hundred eighty dollars [\$49,480.00]. All bids are on file in the District Office.)*

**4. Award Bid for Custodial supplies for 2008-2009 according to specifications on an "item by item basis as listed: (FY2009-12)**

*(Bids were opened in the Business Office on Tuesday, August 5, 2008 for custodial supplies for the 2008-2009 school year. Packets were mailed to twenty-seven [27] prospective bidders with eight [8] responses. It is recommended to award bids according to specifications on an "item by item" basis with the following companies: American Chemical & Equipment, Inc., Dynasty Chemical Corp., E.A. Morse & Co., Inc., Hillyard, Inc., L.J.C. Distributors, MSC Industrial Supply Co., Ricks Rags, and Swish Maintenance Limited. All bids are on file in the District Office.)*

**5. Accept 2008-2009 Bus Routes (FY2009-13)**

- a. Twenty-four (24) Bus Routes for Elementary, Middle and High Schools
- b. Two (2) Special need Bus Routes
- c. Three (3) EPU (early morning pick up) Bus Routes
- d. One (1) AM Questar III Bus Route
- e. One (1) PM Questar III Bus Route
- f. Two (2) Private School Bus Routes
- g. One (1) Mid-day Kindergarten Private Bus Route
- h. One (1) Mid-day New Visions Bus Route
- i. Five (5) Late Bus Routes leaving at 4:15 p.m.

*(Changes in routes during the school year are subject to recommendation by the Director of Transportation and approval of the Assistant Superintendent for Business or if absent, the Superintendent of Schools. The Director of Transportation will notify parents via mail of 2008-2009 bus assignment and route information.)*

Anne Mitchell moved, seconded by Lawrence Tompkins and carried unanimously to approve the following (6) and (7).

**6. Transfer funds to Capital Reserve (FY2009-14)**

BE IT RESOLVED, that forty thousand one hundred seventy dollars (\$40,170.00) of unappropriated fund balance from the 2007-2008 school year be transferred to the Capital Reserve Fund.

*(WHEREAS, on May 17, 2005, the voters of the Greenville Central School District approved the creation of a capital reserve fund; and*

*WHEREAS, the approved proposition provides for the funding of the capital reserve fund through the allocation of fund balance; and*

*THEREFORE, BE IT RESOLVED, that forty thousand one hundred seventy dollars (\$40,170.00) of unappropriated fund balance from the 2007-2008 school year be transferred to the Capital Reserve Fund.*

*This reserve fund, as approved by the voters, resulted from the work of the Budget Advisory Committee to address the need for long-term planning for capital expenses. An expenditure from a Capital Reserve Fund requires voter approval.)*

Anne Mitchell moved, seconded by Lawrence Tompkins and carried unanimously to approve item (7).

**7. Establish 2008-2009 Tax Warrants (FY2009-15)**

BE IT RESOLVED that the Board of Education of the Greenville Central School District establishes the dollar figure of thirteen million, five hundred six thousand, six hundred ninety-nine (\$13,506,699.00) as the Tax Warrant for the 2008-2009 school year.

*(This is a 3.86% increase over last year. For the fourth year, the NYS Legislature approved a Budget on time. This allowed school districts to receive more accurate estimates of projected State Aid during the budget development process. It is recommended that the Board adopt \$13,506,699.00 as the 2008/2009 Tax Levy. This amount includes the STAR payments the District will receive from the State.)*

Ann Holstein moved, seconded by Gregory Lampman and carried unanimously to approve items (8) and (9).

**8. Declaration of Surplus (FY2009-16)**

*(The items listed by Robert Schrader for declaration of surplus are excess, damaged, and/or are not usable by the District due to condition or age. All items will be advertised on a surplus sale list.)*

**9. Accept donations made to the Greenville FFA**

Sponsorships for Horse Shows:

Snow's Morgan Breeding Farm	\$60.00
Julia Sherman	\$20.00

Donations in Memory of Anne Anderson:

Irving & Doris Smith	\$25.00
John & Jeanne Bensen	\$100.00
Carlton & Linda Wilkinson	\$10.00
Jim & Arlene Baron	\$30.00
Sandra Quay	\$20.00

**F. School Management**

Anne Mitchell moved, seconded by Rosanne Moore and carried unanimously to approve the following items (1), (2), (3), (4) and (5).

**1. District Planning Committee Membership:** BE IT RESOLVED that the Board of Education hereby appoints the following individuals to the District Planning Committee for 2008-2009:

Wilton Bear, Jr.	Board of Education
Cheryl A. Dudley	Superintendent of Schools
Michael Laster	Cabinet
Lisa Knowles	Cabinet
Tammy Sutherland	Leadership
Eric Herbstritt	PTA
Rachel Anderson	Greenville Faculty Association
Maria Marquit	Greenville Paraprofessional Federation
Wells Packard	Budget Advisory Committee
Jane Scrafford	Quality Education Committee
Patti DeTillio	Community Member
Colleen Hall	Director of Curriculum & Communications
Marianne Augstein	Greenville Paraprofessional Federation

2. **Quality Education Committee Membership:** BE IT RESOLVED that the Board of Education hereby appoints the following individuals to the Quality Education Committee for 2008-2009:

Julianne Bauman	Peter Mahan
Carrie Caputi	Maria Marquit
Erin DuBois	Kathy Neuffer
Cheryl A. Dudley	Gail Richmond
Colleen Hall	Jane Scrafford
Ann Holstein	Susan Toohey
Lisa Knowles	Sandra Washburn
Michael Laster	Toressa Young
Kenneth Landversicht	Student #2 TBA

3. **Budget Advisory Committee Membership:** BE IT RESOLVED that the Board of Education hereby appoints the following individuals to the Budget Advisory Committee for 2008-2009:

Cheryl A. Dudley	Superintendent
Gary Hoffman	Parent
Rosanne Moore	Board of Education
Colleen Hall	Director of Curriculum and Communications
Maria Marquit	Support Staff
Kathy Martin	Community
Duncan Macpherson	Community
William Ommerborn	Community - Chairperson
Wells Packard	Community
Tammy Sutherland	Administration
Kathryn McAneny	Teacher Representative
Student Representative	TBD

4. **Greenville Educational Foundation Membership:** BE IT RESOLVED that the Board of Education hereby appoints Ann Holstein as Trustee to the Greenville Educational Foundation for 2008-2009.

5. **Technology Committee:** BE IT RESOLVED that the Board of Education hereby appoints the following individuals to the Greenville Technology Committee for 2008-2009:

Director of Technology	Scott Gardiner
Computer Teacher (ES)	Kathleen Quackenbush
Computer Teacher (MS)	Deborah Mrozek-Ferrara
Computer Teacher (HS)	Linda Esposito
Faculty member (ES)	Gloria Hilgendorff
Faculty member (MS)	Kathryn McAneny
Faculty member (HS)	Jose Roselli
Curriculum Coordinator:	Rachel Anderson
QEC member	Jane Scrafford
Cabinet Member:	Lisa Knowles
Parent Member 1:	TBA
Parent Member 2:	TBA
Student Member:	TBA

## **6. Approve Overnight Field Trips**

Anne Mitchell moved, seconded by Anne Holstein and carried unanimously to approve the following field trips:

Trip Destination:	New York State Fair, Syracuse, NY
Dates:	Departing 12:00 p.m. on August 25, 2008 and returning 4:00 p.m. on August 29, 2008
Students:	Approximately fifteen (15) FFA students
Chaperones:	Rachel Anderson & Mark Cunnan
Trip Destination:	The BigE, West Springfield, MA
Dates:	Departing 8:30 a.m. on September 12, 2008 and returning 10:00 p.m. on September 13, 2008
Students:	Approximately ten (10) FFA students
Chaperones:	TBD (two of Rachel Anderson, Mark Cunnan or Michaela Kehrer)
Trip Destination:	National FFA Convention, Indianapolis, IN
Dates:	Departing 6:00 a.m. on October 18, 2008 and returning 5:00 p.m. on October 26, 2008
Students:	Approximately ten to fifteen (10-15) FFA students
Chaperones:	Rachel Anderson & Mark Cunnan
Trip Destination:	New York State FFA Convention, Grahamsville, NY
Dates:	Departing 9:00 a.m. on May 7, 2009 and returning at 5:00 p.m. on May 9, 2009
Students:	Approximately fifteen (15) FFA students
Chaperones:	Mark Cunnan & Michaela Kehrer

## **VI. Discussion:**

### **A. NYSSBA School Board Academy**

District Clerk, Jacqueline O'Halloran will register Board members by August 29, 2008 for the NYSSBA School Board Academy Conference at the Albany Desmond September 5-7, 2008.

### **B. Potter Hollow Schoolhouse Marker**

Superintendent Dudley contacted Catskill Castings to provide a final proof and cost estimate. Based on recommendations from the Board of Education, Ms. Dudley would like to recommend the purchase of the new marker with funds donated by the Greenville Educational Foundation. The exact location and specifications regarding the installation of the post will be determined and the Board will give final approval of the marker.

A motion was made by Anne Mitchell, seconded by Rosanne Moore and carried unanimously to proceed with the order with Catskill Castings for the Potter Hollow School House Marker after final cost and printing proofs are approved by the Board of Education.

### **C. Capital Projects**

Tammy J. Sutherland, Assistant Superintendent for Business explained that upon notification by the New York State Education Department of Facilities of approval for the EXCEL project, a new time frame will be provided to the Board of Education.

Ms. Sutherland also explained to the Board that Stieglitz Snyder Architecture has presented a proposal to conduct a program study for the replacement of the District telephone system. The initial program study to establish scope and cost was estimated to be \$17,400.00. The subsequent construction document and bidding phase fee will reflect only the services required to accomplish the project. The total estimated cost is \$215,000.00 which is already included in the 2008-2009 budget.



**D. Reality Check**

Superintendent Dudley explained to the Board that Questar III is coordinating the initiative from the New York State Department of Health to participate in the Tobacco Free Healthy Schools Program to provide support to schools seeking to establish and sustain a tobacco-free environment and combat the leading cause of preventable disease, disability and death in the United States. The Tobacco Free Healthy Schools Program can assist in reviewing existing tobacco policies and practices, developing recommendations if needed for a stronger policy, and assisting to implement strategies to ensure that the policy is clearly and consistently communicated, applied and enforced. Technical assistance and resources are provided to participating schools as not cost due to a grant from the NYS Tobacco Control Program. Ms. Dudley will contact Questar III for the Tobacco Free Healthy Schools Program.

**E. Discussion of Board of Education Goals for 2008-2009**

President Bear reviewed the proposed goals below for 2008-2009 with the other members of the Board of Education.

- Ensure a long-term comprehensive Master Plan for facilities and infrastructure to support educational excellence and advance the broader needs of the community;
- Develop a comprehensive energy efficiency policy for the District;
- The Board will learn how to nurture a 21<sup>st</sup> century school community that celebrates human diversity and that values and develops the gifts and talents of each student.

Board President Bear asked the Board if there were any additions, changes, or discussion regarding the above goals. The Board of Education decided to act on a motion to approve the goals.

Anne Mitchell moved, seconded by Ann Holstein and carried unanimously to approve the Board of Education Goals set forth above for the 2008-2009 school year.

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

There were no comments.

**IX. Closing Open Forum**

Resident Richard Ferriolo thanked Tammy Sutherland for having the door painted by the Agricultural Room in the High School. He also expressed to the public and the Board of Education his appreciation to the Greenville Central School District on doing a great job with our children. Mr. Ferriolo requested that perhaps in the future, the District could purchase a plaque for inside the Potter Hollow School House acknowledging the Greenville Foundation and those involved in the purchase of the new marker. He also extended his thanks and appreciation for the work being done on the Potter Hollow School House Marker and bringing the project to its completion.

**X. Executive Session**

At 7:44 p.m. Anne Mitchell moved, seconded by Ann Holstein and carried unanimously to adjourn to Executive Session to discuss 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. At 8:10 p.m. Gregory Lampman moved, seconded by Ann Holstein and carried unanimously to return to open session.

**XI. Adjournment**

At 8:12 p.m. Lawrence Tompkins moved, seconded by Gregory Lampman and carried unanimously to adjourn the meeting.

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School District Clerk

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President Board of Education