

Greenville Central School District  
Board of Education  
PROPOSED AGENDA  
Business Meeting  
Monday  
September 8, 2008.

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**

**IV. Open 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. Minutes of the July 28, 2008 Workshop and the August 11, 2008 Business Meeting**
- ✓ **B. Treasurer's Report, Statement of Conditions, Revenue Report and Transfer of Funds for the month ending August 31, 2008**
- ✓ **C. Internal Claims Audit Report from August 1, 2008 to August 29, 2008**
- ✓ **D. Special Student Services Recommendations**
  - 1. Committee on Special Education from the meeting of August 13, 2008**
  - 2. Committee on Special Preschool from the meeting of August 13, 2008**
- ✓ **E. Personnel Agenda** *(Please refer to the Personnel Agenda attachment)*
- ✓ **F. Business Management**
  - 1. Approve Contract between the Greenville Central School District and Wildwood Summer Extension Program in the amount of \$34,465.00.**  
*(This contract provided instruction for District resident disabled children admitted by Wildwood, who because of the type of disability or combination of disabilities cannot receive appropriate instruction in a public school. These services are for five [5] students from July 7, 2008 through August 15, 2008 at \$6,893.00 each for a total of \$34,465.00.)*

**2. Approve Contract between the Greenville Central School District and Parsons Child & Family Center in the amount of \$39,693.00.**

*(This contract provides instruction for one resident student to attend Parsons Child & Family Center for a six week summer session in the amount of \$5,177.00 and tuition for the 2008-2009 school year in the amount of \$34,516.00)*

**3. Award bid for contract transportation routes.**

*(Bids were opened in the District Office on Thursday, August 21, 2008 for 2008-09 contract transportation routes. Packets were mailed to three [3] prospective bidders, with one [1] response. It is recommended to award two [2] new routes and ten [10] rollover routes as follows:*

*New Routes: Coxsackie Transportation:*

<i>Guilderland Elementary</i>	<i>\$271.00 per diem</i>
<i>[1 student-includes aide on bus]</i>	
<i>Crossroads Day Program</i>	<i>\$197.000 per diem</i>
<i>[3 students]</i>	

*Rollovers: [continuation of routes approved last year] includes 4% CPI*

*Coxsackie Transportation:*

<i>Red Mill Elementary</i>	<i>\$313.29 per diem</i>
<i>[1 student]</i>	
<i>Rensselaer Academy / St. Colman's</i>	<i>\$192.91 per diem</i>
<i>[5 students]</i>	
<i>Wildwood - Curry Rd.</i>	<i>\$335.15 per diem</i>
<i>[3 students-includes aide on bus]</i>	
<i>Wildwood – Latham &amp; Holland Ave.</i>	<i>\$279.29 per diem</i>
<i>[4 students]</i>	
<i>Langan School / Parsons</i>	<i>\$189.75 per diem</i>
<i>[3 students with shared aide on bus]</i>	<i>\$ 53.30 [aide per diem]</i>
<i>Coxsackie MS / HS</i>	<i>\$140.71 per diem</i>
<i>[5 students]</i>	
<i>Claverack School</i>	<i>\$332.80 per diem</i>
<i>[3 students]</i>	
<i>Columbia HS</i>	<i>\$283.92 per diem</i>
<i>[3 students]</i>	
<i><u>Chalet Services:</u></i>	
<i>Children's Annex</i>	<i>\$209.47 per diem</i>
<i>[1 student]</i>	
<i><u>O-Roo Transportation:</u></i>	
<i>Cobb Memorial School</i>	<i>\$186.58 per diem</i>
<i>[1 student]</i>	

*A collaborative bid [Cairo-Durham/Catskill/Coxsackie-Athens/Greenville] was opened in Coxsackie-Athens CSD on Thursday, July 11, 2008 for the transportation of students to Tech Valley High School. Coxsackie Transport was the lowest bidder @ \$70.00 per diem. Greenville Central School District will have three students attending Tech Valley High School.)*

**4. Approve the Contract for Cooperative Educational Services between the Board of Education of the Greenville Central School District and Questar III.**

*(WHEREAS, Section 1950 (4) (jj) of the Education Law permits the School District to contract with Questar III for a period in excess of one (1) year, but not exceeding five (5) years;*

*WHEREAS, Questar III desires to facilitate the provision of lease/purchase financing for the capital equipment described in Schedule A attached hereto (the "Capital Equipment");*

*WHEREAS, the Parties believe that the Contract for Cooperative Educational Services will facilitate the provision of technology improvement throughout the model schools program in a Questar III component school district;*

*WHEREAS, the Parties believe that the Cooperative Bidding Program provides a cost effective means of facilitating the Contract for Educational Services;*

*WHEREAS, on the 21 day of July , 2008, the School District filed with the Commissioner of Education a statement of assurance of technology services, a copy of which is attached hereto as Exhibit A; and*

*WHEREAS, Questar III is authorized to facilitate provision of the lease/purchase financing pursuant to the Contract for Cooperative Services Agreement.*

*NOW, THEREFORE, in consideration of the mutual covenants and premises set forth herein, the Parties intending to be legally bound, hereby agree as follows:*

*1. In consideration for Questar III's facilitation of the provision of the lease/purchase financing for the Capital Equipment, the School District agrees to pay, upon demand by Questar III, the total contract cost for the provision of the Capital Equipment pursuant to the Cooperative Bidding Program, including but not limited to the purchase price, interest, fees and other expenses incurred by Questar III in connection with the facilitation of the lease/purchase financing.*

*2. The School District further agrees to obtain insurance in an amount not less than the replacement value of the Capital Equipment from the perils of fire, extended coverage, vandalism and theft, naming Questar III as the insured, for the term of the Contract for Cooperative Educational Services.*

*The Contract for Cooperative Educational Services shall constitute the entire agreement between the Parties, the terms and provision of which shall not be altered, except by mutual agreement of the Parties, in writing.*

**SCHEDULE A**

**Description of the Capital Equipment:**

CTO Notebook w/120 GB	32
Desktop dc5800	190
17" LCD Monitor	80
Anthro Mobile Laptop Cart	1
ProCurve Access Point	2
HP P4015n Laser Printer	1
Blade Server Chasis	1
Power Cords	4
Tape Blade	1
HP 1GB Pass through module	2
GB Server adapter	2
Power supplies	2
BL460c Server	2
RAM	4

146 GB HD

Support – 3 yr Next Day HW Support

Support – 3 yr Next Day Tape Drive Support

Ultrium 2 – 400 GB Data cartridge 20

Ultrium 2 – Cleaning cartridge 1

#### SCHEDULE B

##### Schedule of Payments

Year 1 – 2008/2009 \$79,933.74

Year 2 – 2009/2010 \$79,933.74)

#### 5. Acceptance of donation

- a. \$50.00 to the Greenville FFA by Mary & Wilton Bear, Jr. in memory of Anne Anderson.

#### 6. Review Audit Report of 2008 by Sickler, Torchia, Allen & Churchill, Certified Public Accountants, PC. (Action expected September 15, 2008)

*(Sickler, Torchia, Allen & Churchill, Certified Public Accountants, PC was selected by the Audit Committee to complete the external audit and Timothy J. Doyle, CPA will present the audit of the GCSD for the year ended June 30 2008.*

*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 adopted 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 Lawrence Tompkins, Chairperson; Gregory Lampman, Secretary; and Wilton Bear, Jr.)*

✓ **G. School Management**

**1. Appoint Board Member Lawrence Tompkins as Voting Delegate to the Annual NYSSBA Convention**

*(The 89<sup>th</sup> Annual Convention for the New York State School Boards Association will be held in New York City this year on October 16-19, 2008. The Board of Education should provide direction to the Greenville Board of Education voting delegate at the Board of Education meeting in October. The list from the "Proposed Bylaw Amendments/Resolutions and Voting Delegate's Guide for the Annual Business Meeting" was previously received in more detail by the Board of Education and is available to the public on the NYSSBA website.)*

**2. District Planning Committee Membership: BE IT RESOLVED** that the Board of Education hereby appoints the following as additional members to the District Planning Committee for 2008-2009:

Andrew DeFeo	Questar III
Linda Fenoff	Community

**3. Town of Greenville Town Board Comprehensive Planning Committee: BE IT RESOLVED** that the Board of Education hereby appoints \_\_\_\_\_ to the Greenville Town Board Comprehensive Planning Committee for the 2008-2009 school year.

**VI. Discussion:**

**A. Opening of School for 2008-2009**

*(Administrators will review the opening of classes for the 2008-2009 school year.)*

**B. Capital Projects**

*(An update will be provided by the Assistant Superintendent for Business.)*

**C. Reminder Tour of Facilities on September 15, 2008 followed by Audit Committee meeting**

*(The Board of Education tour of the school district grounds and facilities will be conducted on Monday, September 15, 2008 beginning at 6:00 p.m. in the Elementary Cafeteria. Following the Tour of Facilities, at approximately 7:30 p.m., the Audit Committee will meet in the High School Library.)*

**D. Annual NYSSBA Convention October 16-19, 2008 in New York City**

*(The 89<sup>th</sup> Annual Convention for the New York State School Boards Association will be held in New York City this year on October 16-19, 2008.)*

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

**IX. 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.

**X. 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  
September 8, 2008  
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. Child Rearing Leave of Absence without pay

1. Name:	Catherine Richards
Position:	Grade 6 English Language Arts Teacher
Effective Date:	September 1, 2008 to June 30, 2009

b. Probationary Appointments

1. Name:	Margaret Robertson
Position:	Special Education Teacher K-12
Tenure Area:	General Special Education ~ Education of Children with Handicapping Conditions
Probationary Period:	September 1, 2008 to August 31, 2010
Certification:	Special Education, Permanent and Pre-Kindergarten, Kindergarten & Grades 1-6,
	Provisional expiring January 31, 2009
Commencement of Service:	September 1, 2008
Salary:	Column IV, Step 12 at \$53,247.00 per year
Status:	Cleared for employment
<i>(The length of the probationary appointment is two years as Ms. Robertson has previously been appointed on tenure in New York State.)</i>	

2. Name:	Kristen Pizarro
Position:	Science Teacher
Tenure Area:	Science
Probationary Period:	September 1, 2008 to August 31, 2011
Certification:	Biology 7-12, Initial
Commencement of Service:	September 1, 2008
Salary:	Column X, Step 1 at \$48,811.00 per year
Status:	Cleared for employment

3. Name: Pamela Hollinde  
 Position: .4FTE K-12 Art  
 Tenure Area: Art  
 Probationary Period: September 1, 2008 to August 31, 2011  
 Position: .6FTE Elementary  
 Tenure Area: Elementary  
 Probationary Period: September 1, 2008 to August 31, 2011  
 Certification: Art, Permanent; PreKindergarten, Kindergarten and Grades 1-6, Permanent  
 Commencement of Service: September 1, 2008  
 Salary: Column VIII, Step 13 at \$58,874.00 per year  
 Status: Cleared for employment  
*( Each tenure area that constitutes 40% [forty percent] or more of a teacher's total instructional course load requires a separate probationary appointment [8NYCRR §]. Thus if the teacher is serving forty percent or more of time in multiple separate tenure areas ,notwithstanding the absence of a formal probationary appointment e.g. through scheduling, the teacher is deemed as having received a probationary appointment in each such area. )*

c. Extended Term Substitute

1. Name: Teresa Carlton  
 Position: Elementary  
 Tenure Area: Elementary  
 Probationary Period: N/A  
 Certification: Childhood Education Grades 1-6, Initial  
 Commencement of Service: September 1, 2008 to June 30, 2009  
 Salary: Column IV, Step 1 at \$42,898.00 per year  
 Status: Cleared for employment  
*(Ms. Carlton is the extended term substitute for Catherine Richards above.)*

d. Extra Duty Compensation Sports 2008-2009

1. Elementary  
 Fall and Winter Intramurals Gloria Bear  
 Elementary Spring Intramurals Co-coaches: Eileen Kiefer & Justin Bruce

2. Middle School  
 Modified Volleyball Ryan Morris  
 Modified Boys' Soccer Eric Herbstritt

3. High School  
 JV Boys' Soccer Kevin Lewis  
 JV Girls' Volleyball Rocco Cornacchia

e. Extra Duty Compensation Elementary Before/After School 2008-2009

1. ELA/Math Support Gloria Bear (2 units)  
 2. ELA/Math Support Brian Hostash (1 unit)  
*(Before/After School ELA/Math Support is for a total of seven [7] units, anticipated effective dates from September 15, 2008 to March 13, 2009. One unit equals thirty [30] days for a stipend of \$1,500.00 per unit.)*



f. Student Mentor Appointments

1. Name of appointee: Eileen Volmar  
Position: Student Mentor  
Assigned to: Primary grades K-2 @ 8 hours per week  
Effective: October 1, 2008 for 30 weeks  
*(This position is funded through a grant @ \$15.00 per hour.)*
2. Name of appointee: Eberhard Volmar  
Position: Student Mentor  
Assigned to: Intermediate grades 3-5 @ 12 hours per week  
Effective: October 1, 2008 for 30 weeks  
*(This position is funded through Title IV, Safe and Drug Free Schools grant and the General Fund Budget @ \$15.00 per hour.)*

2. Classified

a. Appointments

1. Name of Appointee: Brittany Collins  
Position: Licensed Practical Nurse @ 6 hours per day for 10 months per year  
Classification: GCCS/Non-Competitive  
Licensure: Licensed Practical Nursing, expiring October 1, 2010  
Probationary Period: September 1, 2008 to March 2, 2009  
Commencement of Service: September 1, 2008  
Salary: GPF Contract Year 1 at \$16.69 per hour  
Status: Conditional

b. Permanent Appointment from Probationary

1. Name of appointee: Jose Porto  
Position: Cleaner  
Date of permanent Appointment: December 11, 2007  
*(This is a corrective appointment. Mr. Porto received his permanent appointment on the August 11, 2008 Agenda as a custodian instead of the correct title of cleaner. Permanent appointment is retroactive to date of hire.)*

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.