

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

7:00 p.m.

High School Library

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 7:03 p.m.

A. Members present:

Wilton Bear, Jr.
Tina Dombroski
Ann Holstein
Anne Mitchell
Rosanne Moore
Lawrence Tompkins

Member absent:

Gregory Lampman

Others presents:

Cheryl A. Dudley, Superintendent
Jacqueline O'Halloran, District Clerk
Tammy J. Sutherland, Assistant Superintendent for Business
Donna Accuosti, Elementary Assistant Principal
Colleen Hall, Director of Curriculum and Communications
Scott Gardiner, Director of Technology
Lisa Knowles, Director of Pupil Personnel Services
Michael Laster, High School Principal
Peter Mahan, Elementary School Principal
Karen Morin, Supervisor of Transportation
Jeffrey Palmer, Middle School Principal
Robert Schrader, Supervisor of Buildings and Grounds
Scott Turrin, Assistant High School Principal & Director of Athletics
Paul Ventura, Sr., Food Service Supervisor

There were approximately (5) visitors to the meeting.

II. Approval of Agenda

Rosanne Moore moved, seconded by Anne Mitchell and carried unanimously to approve the Agenda for the Business meeting on Monday, September 8, 2008.

III. Accolades

There were none.

IV. Open Forum

Resident Richard Ferriolo, along with his two grandchildren, Elizabeth and Bradley Boomhower, presented the Board of Education with a school bell to be placed in the copula at the Potter Hollow School House. This bell is prior 1853 and was once owned by former Greenville Central School Agricultural Teacher, Harry Ketchum. The Boomhower family has refurbished the bell and will donate it to the Potter Hollow School House upon completion of renovations. Mr. Ferriolo also commented that upon a recent visit he noticed a whole in the tin roof of the building which needs to be fixed. President, Wilton Bear, Superintendent Dudley and the entire Board of Education thanked Mr. Ferriolo for all his efforts regarding the Potter Hollow School House and the donation of the school bell.

V. Action Items: A - G

Ann Holstein moved, seconded by Rosanne Moore and carried unanimously to approve the following items (A – D):

- A. Minutes of the July 28, 2008 Workshop and the August 11, 2008 Business Meeting**
- B. Treasurer's Report; Statement of Conditions for General Fund, Federal Fund and Capital Fund; Revenue Report for the General Fund and Federal Fund; and the Transfer of Funds for the month ending August 31, 2008 (FY2009-17)**
- C. Internal Claims Audit Report from August 1, 2008 to August 29, 2008 (FY2009-18)**
- 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**

Anne Mitchell moved, seconded by Rosanne Moore and carried unanimously to approve the Personal Agenda (E):

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
(The length of the probationary appointment is two years as Ms. Robertson has previously been appointed on tenure in New York State.)
 - 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.

F. Business Management

Ann Holstein moved, seconded by Rosanne Moore and carried unanimously to approve (1):

1. **Approve Contract between the Greenville Central School District and Wildwood Summer Extension Program in the amount of \$34,465.00. (FY2009-19)**

(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.)

Anne Mitchell moved, seconded by Ann Holstein and carried unanimously to approve (2) and (3):

2. Approve Contract between the Greenville Central School District and Parsons Child & Family Center in the amount of \$39,693.00. (FY2009-20)

(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 & 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.)

Tina Dombroski moved, seconded by Rosanne Moore and carried unanimously to approve (4):

4. Approve the Contract for Cooperative Educational Services between the Board of Education of the Greenville Central School District and Questar III. (FY2009-21)

(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 | |

| | |
|--|-----------|
| <i>Ultrium 2 – 400 GB Data cartridge</i> | <i>20</i> |
| <i>Ultrium 2 – Cleaning cartridge</i> | <i>1</i> |

SCHEDULE B

Schedule of Payments

| | |
|---------------------------|---------------------|
| <i>Year 1 – 2008/2009</i> | <i>\$79,933.74</i> |
| <i>Year 2 – 2009/2010</i> | <i>\$79,933.74)</i> |

Ann Holstein moved, seconded by Rosanne Moore and carried unanimously to approve (5):

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.)

Timothy J. Doyle, CPA presented the Reports on Federal Compliance Audit dated June 30, 2008 and the Financial Statements and Supplementary Information dated June 30, 2008 to the Board of Education. The Board action on the acceptance of the Auditor's report is expected on September 15, 2008.

G. School Management

Tina Dombroski moved, seconded by Rosanne Moore and carried unanimously to approve (1):

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

(The 89th 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.)

Anne Mitchell moved, seconded by Rosanne Moore and carried unanimously to approve (2):

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 |

Anne Mitchell moved, seconded by Rosanne Moore and carried unanimously to approve (3):

3. Town of Greenville Town Board Comprehensive Planning Committee: BE IT RESOLVED that the Board of Education hereby appoints Ann Holstein 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.)

Director of Curriculum & Communication, Colleen Hall, on behalf of the Cabinet Team, thanked everyone for the opportunity to present to the Board of Education and explained this is one in a series of presentations to the Board every month. Ms. Hall thanked those involved in preparing the District for opening day: Robert Schrader and the cleaning and custodial crew; Karen Morin and the transportation department, Paul Ventura and the cafeteria staff and Scott Gardiner and Dennis Statham in our technology department.

Lisa Knowles, Director of Pupil Personnel Services, explained our registration process through our District Registrar and as of September 8, 2008 district enrollment is 1,322 students. She gave enrollment numbers for Universal Pre-Kindergarten and the Committee for Preschool Special Education. Elementary Principal Peter Mahan, Middle School Principal Jeffrey Palmer and High School Principal Michael Laster addressed enrollment, new faculty, open house schedules and special activities planned for the Elementary School, Middle School and High School, respectively.

Scott Turrin, Assistant Principal and Director of Athletics gave an overview of GCS athletics and expressed his enthusiasm on the creation of an Athletic Webpage.

B. Capital Projects

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

Tammy J. Sutherland, Assistant Superintendent for Business informed the Board of Education that the New York State Department, Office of Facilities Planning, has approved the EXCEL project at

Ellis Elementary. It is anticipated work will begin in October 2008 and continue throughout the school year.

- 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.)*

Board member Lawrence Tompkins suggested that the Audit Committee meeting scheduled for September 15, 2008 at 7:30 p.m. following the Tour of Facilities should be cancelled. Tammy Sutherland agreed and District Clerk, Jacqueline O'Halloran will contact members regarding the cancellation.

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

Board member Lawrence Tompkins, appointed as Voting Delegate to the Annual NYSSBA convention, asked Board members to provide input at the Tour of Facilities meeting on September 15, 2008 regarding any sessions they would like him to attend in order to bring back information relative to the Board.

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

There were no new items.

IX. Closing Open Forum

There were no comments.

X. Executive Session

At 7:57 p.m. Lawrence Tompkins moved, seconded by Rosanne Moore 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 8:30 p.m. Anne Mitchell, seconded by Ann Holstein and carried unanimously to return to open session.

X. Adjournment

At 8:30 p.m. Lawrence Tompkins moved, seconded by Anne Mitchell and carried unanimously to adjourn the meeting.

School District Clerk

President Board of Education