

Greenville Central School District
Board of Education
PROPOSED AGENDA
Business Meeting
Monday
August 13, 2007

08.09.07

7:30 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. Administration of Oath of Office

- A. The District Clerk will administer the Oath of Office to Tina Dombroski for a three year term commencing on July 1, 2007 and ending on June 30, 2010.

✓ **III. Approval of Agenda**

IV. Accolades

Congratulations to:

Greenville Central School continues to be a district that exceeds the NYS Department of Transportation's goal of having at least 90% of school district vehicles pass semi-annual bus safety inspections. For the States Fiscal Year April 1, 2006 to March 31, 2007 Greenville's rate was 96.5%. Thank you to Karen Morin, Transportation Supervisor, Kenneth Scarlata, Head Mechanic, and Harold Gauthier, Mechanic for their work and commitment to the maintenance of our fleet and the safety of our students.

Presentation to School Nurse Retiree: Pamela Mitchell

V. 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.

✓ **VI. Action Items: A - F**

- ✓ **A. Minutes of July 9, 2007 Organizational and Business Meeting, and July 30, 2007 Board Workshop**
- ✓ **B. Treasurer's Report, Statement of Conditions, Internal Claims Audit Report, Revenue Report, and Transfer of Funds for the months ending June 30, 2007 and July 31, 2007**
- ✓ **C. 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. Professional

a. Create positions

1) Summer Academy 2007

| | |
|--------------------------|---|
| Program: | Transition Program for students Entering grade 6 |
| Tenure area: | NA |
| Probationary period: | NA |
| Commencement of service: | July 9, 2007 for 20 student days |
| Certification: | Special Education |
| Column & Step Placement | NA/per contract |

(All other summer school teaching positions were provided by Questar III.)

b. Resignation for Retirement

1) School Nurse

| | |
|-------------------|-----------------|
| Name of employee: | Pamela Mitchell |
| Position: | School Nurse |
| Tenure area: | NA |
| Effective date: | July 31, 2007 |

c. Appointments

1) Summer Academy 2007

| | |
|--------------------------|----------------------------------|
| Name of appointee: | Susan Hollywood |
| Tenure area: | NA |
| Probationary period: | NA |
| Commencement of Service: | July 9, 2007 for 20 student days |
| Certification: | Special Education, Permanent |
| Column & Step Placement: | NA |
| Status: | Cleared for employment |

(Assigned to the Transition Program for students entering grade 6.)

2) 1.0 FTE Agriculture teacher

| | |
|------------------------------------|--|
| Name of appointee: | Michaela Kehrner |
| Tenure area: | Agriculture |
| Probationary period: | September 1, 2007 through August 31, 2010 |
| Commencement of service on tenure: | September 1, 2010 |
| Commencement of service: | September 1, 2007 |
| Certification: | Agriculture, Provisional |
| Column & Step Placement: | Column IV, Step 4 (\$43,323.00) |
| Status: | Cleared for employment |

(This is a combination of the .6 FTE position which has been created annually in past years and the .4 FTE reassignment of the Curriculum Coordinator position.)

3) 1.0 FTE Extended term substitute teacher (Elementary)

| | |
|--------------------------|--|
| Name of appointee: | Barbara Brandon |
| Tenure area: | Elementary Education |
| Probationary period: | NA/, Extended term substitute |
| Commencement of service: | September 1, 2007 through June 30, 2008 |
| Certification status: | Provisional Pre-Kindergarten-6 |
| Column & Step Placement: | Column I, Step 1 (\$39,788.00) |
| Status: | Cleared for employment |

(This appointment will staff the vacancy due to the leave of elementary teacher Denise Dickert. 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.)

4) 1.0 FTE School Nurse

| | |
|--------------------------|--|
| Name of Appointee: | Ellen Warga |
| Position: | School Nurse |
| Classification: | GCCS/Non-competitive |
| Probationary period: | September 1, 2007 through March 1, 2008 |
| Commencement of service: | September 1, 2007 |
| Column & Step Placement: | Column I, Step 1 (\$39,788.00) |
| Status: | Cleared for employment |

5) .4 FTE Elementary teacher – computer

| | |
|--------------------------|--|
| Name of appointee: | Michele Neary |
| Tenure area: | NA/.4 FTE |
| Probationary period: | NA/.4 FTE |
| Commencement of service: | September 1, 2007 through June 30, 2008 |
| Certification status: | Elementary K-6 |
| Column & Step Placement: | Column V, Step 7 (\$47,772 pro-rated @ \$19,108.80) |
| Status: | Conditional |

(This position will provide for a replacement teacher for Kathleen Quackenbush, Elementary Teacher instructing computer technology, as Ms.Quackenbush will be providing curriculum support in the Humanities [ELA and Social Studies] K-12.)

6) Middle School After School Extra Help (6 Units)

| | |
|--------------------|--|
| Name of appointee: | Arthur Thorman |
| Subject area: | Social Studies |
| Effective: | September 10, 2007 (one unit for 30 days) |

| | |
|--------------------|--|
| Name of appointee: | Kathryn McAneny |
| Subject area: | Social Studies |
| Effective: | September 10, 2007 (one unit for 30 days) |

| | |
|--------------------|--|
| Name of appointee: | Carrie McIntyre |
| Subject area: | Math |
| Effective: | September 10, 2007 (one unit for 30 days) |

| | |
|--------------------|--|
| Name of appointee: | Susan Hollywood |
| Subject area: | Math |
| Effective: | September 10, 2007 (one unit for 30 days) |

Name of appointee: Christine Dennis
Subject area: English Language Arts
Effective: September 10, 2007
(one unit for 30 days)

Name of appointee: JoAnn Lounsbury
Subject area: English Language Arts
Effective: September 10, 2007
(one unit for 30 days)

(One unit equals one day per week for 30 weeks for a total of 30 days @ a stipend of \$1,500. The Board created seven (7) units of Middle School After School Extra Help at the June 9, 2007 meeting. One (1) unit may be recommended at a future date.)

7) High School After School Extra Help (8 Units)

Name of appointee: Erin Sharkey
Subject area: Science
Effective: September 24, 2007 ending
June 30, 2008
Tuesdays (one unit for 30 days)

Name of appointee: Margaret Finch
Subject area: Science
Effective: September 24, 2007 ending
June 30, 2008
Thursdays (one unit for 30 days)

Name of appointee: Glenn Evans
Subject area: Math
Effective: September 24, 2007 ending
June 30, 2008
Mondays and Wednesdays
(two units for 30 days)

Name of appointee: Martha Robins
Subject area: English
Effective: September 24, 2007 ending
June 30, 2008
Mondays (one unit for 30 days)

Name of appointee: Susan Toohey
Subject area: English
Effective: September 24, 2007 ending
June 30, 2008
Wednesdays (one unit for 30 days)

Name of appointee: Stephen Siebrecht
Subject area: Co-Social Studies
Effective: September 24, 2007 ending
June 30, 2008
Tuesdays and Thursdays
(.33 of two units for 30 days)

Name of appointee: Timothy Albright
Subject area: Co-Social Studies
Effective: September 24, 2007 ending
June 30, 2008
Tuesdays and Thursdays
(.33 of two units for 30 days)

Name of appointee: Corrina Bright
Subject area: Co-Social Studies
Effective: September 24, 2007 ending
June 30, 2008
Tuesdays and Thursdays
(.33 of two units for 30 days)

(One unit equals one day per week for 30 weeks for a total of 30 days @ a stipend of \$1,500. The Board created eight (8) units of High School After School Extra Help at the June 9, 2007 meeting.)

8) Middle School After School Detention

Name of appointee: Nanci Cremen
Effective: September 17, 2007 through
June 30, 2008

Name of appointee: Diane Lewis
Effective: September 17, 2007 through
June 30, 2008

Name of appointee: Joanne Lounsbury
Effective: September 17, 2007 through
June 30, 2008

Name of appointee: JoAnn Simmons
Effective: September 17, 2007 through
June 30, 2008

(Monday through Thursday @ a salary of \$40 per day.)

9) High School After School Detention

Name of appointee: Glenn Evans
Effective: September 24, 2007 through
June 30, 2008 on
Tuesdays and Thursdays

Name of appointee: Susan Evans
Effective: September 22, 2006 through
June 30, 2007 on
Mondays and Wednesdays

(Monday through Thursday @ a salary of \$40 per day.)

10) Substitute teaching assistant

Name of appointee: Anne P. Rowe
Position: Substitute teaching assistant
per~diem
Certification: Non-certified
Effective: August 14, 2007 through
June 30, 2008
Status: Conditional

11) Substitute lists for 2007-08

| | |
|--------------------|---|
| Name of appointee: | Per list |
| Position: | Substitute teacher, teaching assistant, and School nurse per~diem |
| Effective: | September 1, 2007 to June 30, 2008 |
| Status: | Cleared for employment |

12) Extra Duty, Co-Curricular, Extra-curricular, and Athletics 2007-2008

| | |
|-------------------------------|-------------------|
| a) Coaches | |
| JV Volleyball | Rocco Cornachia |
| Modified Volleyball | Christopher Hagan |
| b) Middle School Team Leaders | |
| Grade 6 | Carrie Caputi |
| Grade 7 | Wendy Ward |
| Grade 8 | Paul Kelly |

2. Operational

a. Resignations

1) Administrative Secretary

| | |
|-------------------|--------------------------|
| Name of employee: | Jacqueline O'Halloran |
| Position: | Administrative Secretary |
| Classification: | GCCS/Competitive |
| Effective: | August 13, 2007 |

2) Custodian

| | |
|-------------------|------------------|
| Name of employee: | Jerry W. Greco |
| Position: | Custodian |
| Classification: | GCCS/Competitive |
| Effective: | July 30, 2007 |

b. Abolish position

1) Central Supply Clerk/Insurance Manager

| | |
|-----------------|--|
| Position: | Central Supply Clerk/Insurance Manager @ seven (7) hours per day for twelve (12) months |
| Classification: | GCCS/Competitive |
| Effective: | August 13, 2007 |

c. Create position

1) Accounts Payable/Insurance Clerk

| | |
|-----------------|--|
| Position: | Accounts Payable/Insurance Clerk @ eight (8) hours per day for twelve (12) months |
| Classification: | GCCS/Competitive |
| Effective: | August 6, 2007 |

d. Appointments

1) Accounts Payable/Insurance Clerk

Name of Appointee: Claire Gustavson
Position: Accounts Payable/Insurance Clerk
Full Time @ eight (8) hours
per day for twelve (12) months
Classification: GCCS/Competitive
Probationary period: August 6, 2007 through
February 4, 2008
Commencement of service: August 6, 2007
Step placement: (\$36,000 annually
pro-rated @ \$32,551.48)
Status: Conditional

(This appointment will fill a vacancy due to the retirement of Elizabeth Caputo.)

2) Clerk Typist

Name of Appointee: Marybeth Favicchio
Position: Clerk Typist/Full Time @ eight
(8) hours per day for twelve
(12) months
Classification: GCCS/Competitive
Probationary period: August 1, 2007 through
January 30, 2008
Commencement of service: August 1, 2007
Step placement: Per contract (\$12.85 per hour)
Status: Cleared for employment

(This position is assigned to the Superintendent of Buildings and Grounds which was created at the June 11, 2007 Board Meeting.)

3) Bus drivers for 2007 Summer Programs contingent upon enrollment

Katherine Penniston
Susan Spain

(Bus drivers are compensated at their current rate of pay according to the GPF contract. Drivers are 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 are assigned as needed according to seniority order.)

4) Student cleaner for Summer 2007

Shelby Case

(The pay rate for student cleaners for the summer is \$7.15 per hour.)

5) Substitutes

Name of appointee: Robyn O. Albergo
Position: Cafeteria, cleaner, clerical, support staff
Commencement of service: August 14, 2007 through June 30, 2008
Status: Cleared for employment

Name of appointee: Judy Pebler
Position: Cleaner
Commencement of service: July 27, 2007 through June 30, 2008
Status: Cleared for employment

Name of appointee: Katherine Penniston
Position: Cleaner

| | |
|--------------------------|---------------------------------------|
| Commencement of service: | August 14, 2007 through June 30, 2008 |
| Status: | Cleared for employment |
| Name of appointee: | Anne P. Rowe |
| Position: | Clerical, support staff |
| Commencement of service: | August 14, 2007 through June 30, 2008 |
| Status: | Conditional |

6) Substitute Lists for 2007-08

| | |
|--------------------|--|
| Name of appointee: | Per lists |
| Positions: | bus driver, cafeteria, clerical, cleaner, and support staff per~diem |
| Effective: | September 1, 2007 through June 30, 2008 |
| 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.

✓ **D. Business Management**

1. Award bid for cafeteria supplies for 2007-2008 as listed:

BREAD: **Freihofer Sales Company (Weston Corp)**
Six (6) bid forms were mailed with one (1) response.

CANNED/DRY GOODS: **Ginsbergs and Quandts**
Six (6) bid forms were mailed with two (2) responses.

ICE CREAM: **Gillette Creamery**
Three (3) bid forms were mailed with one (1) response.

MEAT: **Ginsbergs and Quandts**
Eight (8) bid forms were mailed with two (2) responses.

MILK: **Crowley Foods**
 Five (5) bid forms were mailed with two (2) responses

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

PIZZA: **Quandts**
 Five (5) bid forms were mailed with two (2) responses.

(Cafeteria bids were opened and reviewed in the Business Office on Tuesday, July 31, 2007 by Mr. Paul Ventura, School Lunch Manager, and Tammy Sutherland, Assistant Superintendent for Business. Twenty-eight [28] bid packets were mailed and eleven [11] were received. One bid was received late [11:33 a.m. via UPS] and was returned unopened [bid opening was 10:00 a.m].

All bids are on file in the Business Office. The bids listed above are recommended for the 2007-2008 school year.)

2. Award bid for copier paper for 2007-2008 to Ricoh Corporation

(Bids were opened in the Business Office on Wednesday, July 25, 2007, for copy paper supplies for the 2007-2008 school year. Packets were mailed to six (6) prospective bidders with two (2) responses. School Specialty responded with the following: "no bid at this time because business conditions preclude us from offering a bid response to this request". It is recommended to award the bid to Ricoh Corporation, Uniontown, Ohio, in the amount of \$28.60 per case for 8 ½" x 11" and \$38.27 per case for 8 ½" x 14" copy paper. There was no increase in price from last year for 8 ½" x 11" paper, and the price for 8 ½" x 14" paper increased by \$1.90 per case. State contract prices are \$31.67 per case for 8 ½" x 11" and \$42.61 per case for 8 ½" x 14". All bids are on file in the Business Office.)

3. Award bid for custodial supplies for 2007-2008 bid according to specifications on an "item by item" basis as listed:

**American Chemical & Equip. Inc.,
E.A. Morse & Co., Inc.,
EDCO Sales, Inc.,
Hill & Markes,
Hillyard,
Horwitz Supply,
L.J.C. Janitorial Distributors,
NCH Chemsearch,
Smith Filter Corporation and
Swish Maintenance**

(Bids were opened in the Business Office on Thursday, July 26, 2007 for Building & Grounds custodial supply bids for the 2007-2008 school year. Packets were mailed to twenty-six (26) prospective bidders with ten (10) responses. Bids for custodial supplies were reviewed by Tammy Sutherland and Robert Schrader. It is recommended to award the bid according to specifications on an "item by item" basis to the following companies: American Chemical & Equip. Inc., E.A. Morse & Co., Inc., EDCO Sales, Inc., Hill & Markes, Hillyard, Horwitz Supply, L.J.C. Janitorial Distributors, NCH Chemsearch, Smith Filter Corporation and Swish Maintenance Limited. All bids are on file in the Business Office.)

4. Award bid for painting to Catskill Paint Co.

(Bids were opened in the Business Office on Friday, August 3, 2007, for Interior Painting for the 2007-2008 school year. Packets were mailed to twelve (12) prospective bidders with two (2) responses. Bids were reviewed by Robert Schrader, Supervisor of Buildings and Grounds, and Tammy Sutherland, Assistant Superintendent for Business. It is recommended to award the bid to the lowest bidder, Catskill Paint Co., 30 Bradt Hollow Rd., Berne, NY 12023, in the amount of \$25,270. All bids are on file in the Business Office.)

5. Approve Intermunicipal Agreement Between Greenville Central School District and Questar III for the services of an Internal Auditor effective July 1, 2007 through June 30, 2008

(This agreement provides for the employment of an internal auditor who shall report directly and exclusively to the Board of Education regarding the work done by such Internal Auditor on behalf of the Board of Education.)

- 6. Approve Contract Between Greenville Central School District and Pilot Industries and Ulster-Greene ARC for 2007 summer school program in the amount of \$1,320**

(This agreement provides instruction for one (1) resident student to attend the School-To-Work Program for two full days per week at a cost of \$1,320.)

- 7. Approve Contract Between Greenville Central School District and The Center For Disability Services, Inc. for summer school 2007 in the amount of \$5,464**

(This agreement provides instruction for three (3) resident students to attend Langan School during summer 2007 at a cost of \$5,464.)

- 8. Transfer funds to Capital Reserve**

BE IT RESOLVED, that one hundred seventy-three thousand, nine hundred and twenty-five dollars (\$173,925) of unappropriated fund balance from the 2006-2007 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.

THEREFORE, BE IT RESOLVED, that one hundred seventy-three thousand, nine hundred and twenty-five dollars (\$173,925) of unappropriated fund balance from the 2006-2007 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.)

- 9. Establish 2007-2008 Tax Warrant**

BE IT RESOLVED that the Board of Education of the Greenville Central School District establishes the dollar figure of thirteen million, four thousand, one hundred ninety-seven dollars (\$13,004,197.00) as the Tax Warrant for the 2007-2008 school year. An additional forty-five thousand dollars (\$45,000.00) will be added to the above figure for the support of the Greenville and Rensselaerville Libraries approved by the voters as a separate item from school expenses.

(For the third 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 \$13,004,197.00 as the 2007/2008 Tax Levy. This amount includes the STAR payments the District will receive from the State. This is a 3.87% increase over last year. Two spreadsheets show, by individual towns, the 2006/2007 actual rates and 2007/2008 estimated rates and percent increase and decreases. At this point, the 2007/2008 are estimated rates due to tentative equalization rates and assessments that can be changed by the towns up to August 10, 2007.)

10. Approve Request for Revision of Financial Information (FP-FL03)

(This form is necessary to submit to the NYSED when it is necessary to submit a revision of financial information submitted to Facilities Planning.)

11. Accept 2007-2008 Bus Routes

- a. 25 bus routes
- b. 5 late bus routes that will depart 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 2007-2008 bus assignment and route information.)

12. Approve Contract with Keystone

(This contract provides for services to be provided by Keystone, Construction Clerks & Managers, Inc. at a rate of \$70.00 per hour not to exceed \$77,280.00 for the Ellis project. This contract approval is subject to final approval of contract between the Greenville Central School District and Keystone subject to final review by Girvin & Ferlazzo.)

13. Accept Fire Safety Inspection Reports

(Fire Safety Inspection Reports must be filed with the Commissioner of Education each year and maintained for three years.)

E. School Management

1. District Planning Committee Membership

BE IT RESOLVED that the Board of Education hereby appoints the following individuals as members of the District Planning Committee for 2007-2008:

| | |
|------------------|--|
| 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 |

(The District Planning Committee is responsible for preparing recommendations in an advisory capacity to the Board of Education and Superintendent of Schools for long-range comprehensive planning for the Greenville CSD.)

2. Quality Education Committee Membership

BE IT RESOLVED that the Board of Education hereby appoints the following individuals as members of the Quality Education Committee for 2007-2008:

| | |
|--------------------|-----------------|
| Julianne Bauman | Peter Mahan |
| Carrie Caputi | Maria Marquit |
| Robert D'Agostino | Kathy Neuffer |
| Erin DuBois | Gail Richmond |
| Cheryl A. Dudley | Jane Scrafford |
| Colleen Hall | Susan Toohey |
| Ann Holstein | Sandra Washburn |
| Catherine Katagiri | Tori Young |

Lisa Knowles
Michael Laster

Brian Kiefer

3. Budget Advisory Committee Membership

BE IT RESOLVED that the Board of Education hereby appoints the following individuals as members of the Budget Advisory Committee for 2007-2008:

| | |
|------------------------|----------------------------|
| Cheryl A. Dudley | Superintendent |
| Gary Hoffman | Parent |
| Rosanne Moore | Board of Education |
| Margaret Kelly | Director of Communications |
| Maria Marquit | Support Staff |
| Kathy Martin | Community |
| Duncan Macpherson | Community |
| William Ommerborn | Community - Chairperson |
| Wells Packard | Community |
| Tammy Sutherland | Administration |
| Sean Stewart | Teacher Representative |
| Student Representative | TBD |

VII. Discussion: A-E

A. Presentation of School Report Card

(Principals Peter Mahan, Colleen Hall and Michael Laster will present information on student achievement. Copies of the PowerPoint are available for the public and will be included on the GCSD Website.)

B. Update on Capital Projects

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

C. 75th Anniversary Celebration of Greenville Central School District and Scott M. Ellis Elementary School

(Principal Mahan will provide an update on the planning for the 75th Anniversary Celebration.)

D. Annual NYSSBA Convention October 25-28, 2007 in NYC

(The 88th Annual Convention for the New York State School Boards Association will be held in New York City this year on October 25-28. Board Members may contact the District Office to register. If a voting delegate is appointed, the proposed Bylaws and Amendments will be discussed in September.)

E. Discussion of Board of Education Goals for 2007-2008

(The Board of Education will review the proposed goals for 2007-2008 as discussed and drafted at the Board of Education Workshop of July 30th:

- 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 be informed about how to nurture a school community that celebrates human diversity and values, and develops the gifts and talents of each student.*

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 exception, 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.

XI. Adjournment