

GREENVILLE CENTRAL SCHOOL
BOARD OF EDUCATION
BUSINESS MEETING MINUTES
November 19, 2007

I. Call to Order:

A meeting of the Board of Education was held on Monday, November 19, 2007 in the High School Library. Mr. Wilton Bear, Jr., President, called the meeting to order at 7:30 P.M.

A. Members present: Wilton Bear, Jr.
Tina Dombroski
Ann Holstein
Gregory Lampman
Anne Mitchell
Rosanne Moore
Lawrence Tompkins

Others present: Cheryl A. Dudley, Superintendent
Tammy Sutherland, Assistant Superintendent for Business
Nancy Beers, School District Clerk
Colleen Hall, Middle School Principal
Margaret Kelly, Director of Communications
Lisa Knowles, Director of Pupil Personnel Services
Michael Laster, High School Principal
Peter Mahan, Elementary School Principal
Karen Morin, Director of Transportation
Jeffrey Palmer, MS/HS Assistant Principal
Robert Schrader, Supervisor of Buildings and Grounds

B. There were approximately eight (8) visitors to the meeting.

II. Approval of Agenda

Anne Mitchell moved, seconded by Rosanne Moore and carried unanimously to approve the agenda for the business meeting of Monday, November 19, 2007.

III. Accolades

Congratulations to Rachel Anderson as a National Agriscience Teacher Ambassador Academy participant. Ms. Anderson was one of 26 teachers nationwide invited to attend this Academy.

IV. Open Forum

There were no comments.

V. ACTION ITEMS

A. Ann Holstein moved, seconded by Rosanne Moore and carried unanimously to approve the minutes of October 15, 2007 Business Meeting.

B. Gregory Lampman moved, seconded by Rosanne Moore and carried unanimously to approve corrective action on Minutes of September 10, 2007 Business Meeting.

- C. Ann Holstein moved, seconded by Lawrence Tompkins and carried unanimously to approve the Internal Claims Audit Report for September 7, 2007 to October 10, 2007. (FY2008-33)
- D. Tina Dombroski moved, seconded by Lawrence Tompkins and carried unanimously to approve Internal Claims Audit Report for October 11, 2007 to November 10, 2007. (FY2008-34)
- E. Ann Holstein moved, seconded by Rosanne Moore and carried unanimously to approve the Treasurer's Report, Statement of Conditions, Revenue Report, and Transfer of Funds for the month ending October 31, 2007. (FY2008-35)
- F. Special Student Services Recommendations
 Rosanne Moore moved, seconded by Ann Holstein and carried unanimously to accept
 - 1. Recommendations of the Committee on Special Education from the meetings of September 25, October 11, 15, 19, 23, 29, November 1 and 5, 2007; and the
 - 2. Committee on Pre-school Special Education meeting of October 24, 2007

G. Personnel Agenda

Tina Dombroski moved, seconded by Rosanne Moore 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. Professional

a. Corrective Probationary Appointment Date

- 1) Name of appointee: Donna Accuosti
- Tenure area: Elementary Assistant Principal
- Probationary period: November 13, 2007 and ending on November 12, 2010
- Commencement of service on Tenure: November 13, 2010
- Certification: S.B.L. and S.D.L.
- Column & Step Placement: \$68,000.00 pro-rated
- Status: Conditional

(This change in the date of the probationary period and commencement of service on tenure was necessary to accommodate the schedule of the other District to recruit a replacement teacher.)

b. Leave of absence

- 1) Name of employee: Vikki Hawkins
- Position: Elementary teacher
- Type: Child rearing
- Effective: Approximately February 15, 2008 through March 28, 2008

c. Appointments

1) Elementary Before/After School Help (7 Units)

Name of appointee: Gloria Bear
Subject area: ELA
Effective: September 18, 2007 through
February 29, 2008

Name of appointee: Barbara Brandon
Subject area: ELA
Effective: September 18, 2007 through
February 29, 2008

Name of appointee: Jeanette Call
Subject area: ELA
Effective: September 18, 2007 through
February 29, 2008

Name of appointee: Kathleen Gruhle
Subject area: ELA
Effective: September 18, 2007 through
February 29, 2008

Name of appointee: Brian Haller
Subject area: ELA
Effective: September 18, 2007 through
February 29, 2008

Name of appointee: Brian Hostash
Subject area: ELA
Effective: September 18, 2007 through
February 29, 2008

Name of appointee: Rochelle Rowlee
Subject area: ELA
Effective: September 18, 2007 through
February 29, 2008

(One Unit equals 30 days at a stipend of \$1,500.)

d. Substitute teaching assistant

1) Name of appointee: Mary Parker
Position: Teaching assistant per~diem
Certification: Two years college
Effective: November 2, 2007 through
June 30, 2008
Status: Conditional

e. Extra Duty Compensation -High School 2007-2008

1) HS International Club John Gleason

f. Extra Duty Compensation Middle School 2007-2008

1) MS Chess Club John Gleason

g. Extra Duty Compensation-Department Chairperson K-12

Special Area Teachers 2007-2008

1) Health Coordinator James Tyrrell

h. Extra Duty Compensation-Sports 2007-2008

1) Varsity Boys' Basketball	Steven Bartholomew
2) JV Boys' Basketball	Rocco Cornacchia
3) Freshman Boys' Basketball	John Hicks (Pending receipt of certificate)
4) Varsity Girls' Basketball	Eileen Kiefer
5) JV Girls' Basketball	Brian Haller
6) Varsity Cheerleading	Patricia Dority-Kawczak
7) JV Cheerleading	Christine Kawczak
8) Varsity Wrestling	Martin Kelly
9) Modified Wrestling	Martin Kelly
10) Varsity Girls' Softball	Christopher Hagan
11) JV Girls' Softball	Justin Bruce
12) Modified Girls' Softball	Rocco Cornacchia
13) Varsity Tennis	Robert Gray

i. Extra Duty Compensation 2007-2008

1) Mentor Teacher Gail Richmond for Janine Martin

2. Operational

a. Appointments

1) Name of Appointee: Kim M. Matthews
Position: Head Bus Driver
Classification: GCCS/Non-competitive
Probationary period: November 13, 2007 through May 13, 2008

Commencement of service: November 13, 2007
Step placement: Per Contract (\$38,000 pro-rated)
Status: Cleared for employment
(This is a 12 month non-unit position and will staff the vacancy due to the resignation of Scott Taylor.)

2) Name of Appointee: Eric Pickett
Position: Bus driver
Classification: GCCS/Non-Competitive
Probationary period: September 18, 2007 through March 18, 2008

Commencement of service: September 18, 2007
Step placement: Per contract at \$15.54 per hour
Status: Cleared for employment

b. Substitutes

1) Name of appointee: Elizabeth Caputo
Position: Accounts Payable/Insurance Clerk
Effective: September 1, 2007 through June 30, 2008
Step placement: (\$18.30 per hour)
Status: Cleared for employment

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|-----|--------------------|---|
| 2) | Name of appointee: | Angela Wisenburn |
| | Position: | Bus driver |
| | Effective: | October 25, 2007 through June 30, 2008 |
| | Status: | Cleared for employment |
| 3) | Name of appointee: | Dawn Becker |
| | Position: | Cleaner |
| | Effective: | November 20, 2007 through June 30, 2008 |
| | Status: | Cleared for employment |
| 4) | Name of appointee: | Dennis Oleksiw |
| | Position: | Cleaner |
| | Effective: | November 20, 2007 through June 30, 2008 |
| | Status: | Cleared for employment |
| 5) | Name of appointee: | Kristine Pastina |
| | Position: | Cleaner |
| | Effective: | November 20, 2007 through June 30, 2008 |
| | Status: | Cleared for employment |
| 6) | Name of appointee: | Karen Wood |
| | Position: | Cleaner |
| | Effective: | November 20, 2007 through June 30, 2008 |
| | Status: | Cleared for employment |
| 7) | Name of appointee: | Wanda Bates |
| | Position: | Clerical |
| | Effective: | November 20, 2007 through June 30, 2008 |
| | Status: | Cleared for employment |
| 8) | Name of appointee: | Lisa Staniorski |
| | Position: | Clerical |
| | Effective: | November 20, 2007 through June 30, 2008 |
| | Status: | Cleared for employment |
| 9) | Name of appointee: | Mary Parker |
| | Position: | Support Staff |
| | Effective: | November 2, 2007 through June 30, 2008 |
| | Status: | Conditional |
| 10) | Name of appointee: | Lisa Saracione |
| | Position: | Support Staff |
| | Effective: | November 20, 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.

H. Business Management

1. Declaration of Surplus Textbooks (FY2008-36)

Ann Holstein moved, seconded by Rosanne Moore and carried unanimously to approve the declaration of surplus textbooks.

2. 2008-2009 Budget Calendar

Rosanne Moore moved, seconded by Tina Dombroski and carried unanimously to approve the 2008-2009 Budget Calendar.

Greenville Central School District Budget Calendar 2008-2009

Tuesday October 16	enrollment projections distributed to administrators and Leadership Team
Tuesday October 30	new course offerings to Superintendent
Tuesday November 6	Budget Advisory Committee meeting
Week of November 5	Principals, Director of Pupil Personnel Services meet individually to discuss certified staff needs with Superintendent and Assistant Superintendent for Business
Monday November 19	adopt date and time for Annual Budget Hearing and Vote at the Board of Education Meeting
Tuesday December 4	Budget Advisory Committee meeting
Monday December 10	BOE discussion on new course offerings
Tuesday December 11	Principals submit maintenance and repair requests to the Supervisor of Buildings & Grounds copied to Superintendent and Assistant Superintendent for Business
Friday December 14	review maintenance and building repair requests due in District Office from Supervisor of Buildings & Grounds
Week of December 17	Principals & supervisors meet with Superintendent and Assistant Superintendent for Business regarding final classified and non-classified personnel needs

Thursday January 3	Principals return requests for QUESTAR III services to Assistant Superintendent for Business with copy to Superintendent
Tuesday January 8	Budget Advisory Committee meeting
Wednesday January 9	Curriculum coordinators and/or team leader budgets due to Principals
Tuesday January 22	Budget Advisory Committee meeting (if needed)
Friday January 25	completed budget pages due from Principals to Assistant Superintendent for Business and Superintendent; revisions/additions to equipment requests from 5 year plan to Assistant Superintendent for Business and Superintendent
Tuesday February 5	Budget Advisory Committee meeting
Wednesday February 13	request lists of disabled voters for absentee ballots from three counties
Tuesday February 19	first edition - Budget Workbook
Tuesday February 19	Budget Advisory Committee meeting (if needed)
Mondays February 25, March 3, 17, April 7	Board of Education Budget Workshops
Tuesday March 11	Budget Advisory Committee meeting
Wednesday March 19	official notice of Annual Meeting sent to <u>Greenville Local</u> & <u>Greenville Press</u> – (4 times in the 7 weeks preceding vote, first being at least 45 days before) Notice dates to be: 1. March 28, 2008 3. May 2, 2008 2. April 11, 2008 4. May 9, 2008 News releases on Annual Budget Hearing, Budget Vote, and Board vacancies sent to newspapers and radio
Friday February 29	last day to order from 2007-2008 budget

Tuesday April 1	news release about voter registration and absentee ballots; applications available to public for absentee Ballots Budget Advisory Committee meeting
Monday April 14	adopt final proposed budget at a Business Board of Education meeting
Tuesday April 15	Property Tax Report Card due to SED and local newspapers (no later than twenty-four days prior to vote)
Monday April 21	deadline for filing petitions for Board Member with School District Clerk until 5:00 p.m. (30 days before vote) deadline to submit to the District Clerk propositions to be added to the ballot
Week of April 28	mail District Newsletter with budget information to District residents
Monday May 5	news release on budget and voting
Tuesday May 6	proposed budget available to public on business days (7 days before Budget Hearing)
Wednesday May 7	voter registration day - (at least 4 hours and no more than 14 nor less than 5 days before vote) Wednesday 2:00 pm to 7:00 pm
Thursday May 8	mail absentee ballots
Tuesday May 13	Annual Budget Hearing - with presentation of Proposed Budget 7:30 pm High School Auditorium (held no less than 7 and no more than 14 days prior to vote) Posting of list of requested absentee ballots at District Office (7 days prior to vote)
Wednesday May 14	mail "Budget Notice" (after the date of the budget hearing, but no later than six days prior to vote)
Tuesday May 20	vote on School Budget and election of School Board Members 1:00 pm to 9:00 pm Elementary School Cafeteria
Tuesday May 27	Budget Advisory Committee meeting

3. Real Property Tax Adjustments

Rosanne Moore moved, seconded by Gregory Lampman and carried unanimously to approve Real Property Tax Adjustments:

2007-2008.

Town of Rensselaerville	\$1,679.00	1 property (reduction of revenue)
Town of Cairo	\$1,326.67	2 properties (reduction of revenue)
Town of New Baltimore	\$750.78	2 properties (reduction of revenue)
Town of Greenville	\$23.08	1 property (reduction of revenue)

2005-2006 and 2006-2007:

Town of Greenville	\$44.43	1 property (expenditure)
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(These adjustments are due to changes in the assessments.)

4. Tax Collector's Report 2007-2008 (FY2008-37)

Ann Holstein moved, seconded by Rosanne Moore and carried unanimously to accept the Tax Collector's Report 2007-2008.

5. Applications for Apportionment of Building Aid (FY2008-38)

Gregory Lampman moved, seconded by Ann Holstein and carried unanimously to approve the Applications for Apportionment of Building Aid:

- Project Number 0001-023 Replace section of Ellis roof
1002-001 Renovation for alternative education class
1017-002 Renovation of building for district offices

I. School Management

1. Adopt Textbooks

Anne Mitchell moved, seconded by Rosanne Moore and carried unanimously to adopt textbooks:

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|----|------------|---|
| a. | Title: | <u>Wood Technology and Processes</u> |
| | Author: | John L. Feirer |
| | Class: | High School Technology |
| | Publisher: | Glencoe/McGraw Hill |
| | Copyright: | 2006 |
| | Cost: | \$41.97 |
| | Quantity: | 15 |
| b. | Title: | <u>Hands-On-Auto CAD LT</u> |
| | Author: | Timothy M. Looney |
| | Class: | High School CAD |
| | Publisher: | Glencoe/McGraw Hill |
| | Copyright: | 2005 |
| | Cost: | \$37.98 |
| | Quantity: | 15 |
| c. | Title: | <u>Science and Sustainability</u> |
| | Author: | SEPUP: Science Education for Public Understanding Program |
| | Class: | Middle School Grade Eight
Environmental Science |
| | Publisher: | LAB-aids |
| | Copyright: | 2005 |
| | Cost: | \$43.00 |
| | Quantity: | 15 |

2. Overnight Field Trips

Tina Dombroski moved, seconded by Ann Holstein and carried unanimously to approve overnight field trips:

- a. Trip Destination: Nature's Classroom, Becket, MA
Dates: November 26, 2007 (8:45 am departure) through November 30, 2007 (12:30 pm arrival at Greenville)
Students: 81 Fifth grade students
Chaperones: Rochelle Rowlee and ten (10) adults TBD
- b. Trip Destination: Winter Weekend, Croghan, NY
Dates: February 1, 2007 (8:30 am departure) through February 3, 2008 (2-2:30 pm arrival at Greenville)
Students: approximately twelve (12) Junior and Senior FFA students
Chaperones: Mark Cunnann and Michaela Kehrer
- c. Trip Destination: Governmental Awareness Institute, Albany, NY
Dates: April 22, 2007 (8:30 am departure) through April 23, 2007 (2:00 pm arrival at Greenville)
Students: Six (6) Sr. FFA students
Chaperones: Mark Cunnann and Michaela Kehrer
- d. Trip Destination: NYS FFA Convention, Canton, NY
Dates: May 1, 2008 (7:00 am departure through May 3, 2008 (8:00 pm arrival at Greenville)
Students: approximately fifteen (15) FFA students
Chaperones: Rachel Anderson and Mark Cunnann

VI. Discussion:

A. Presentation of New Textbook

Board Members reviewed the following textbook which will be recommended for adoption at the December Board meeting:

Title: Material World: A Global Family Portrait
Author: Peter Menzel
Class: Environmental Science
Publisher: Sierra Club
Copyright: 1994
Cost: \$39.95
Quantity: 8

(The 1994 copyright edition is the only book in print.)

B. Update on Capital Projects

Assistant Superintendent for Business Tammy Sutherland advised the Board that Stieglitz Snyder Architect had conducted on site evaluations as part of the District Planning Committee's long-range planning. They met with principals and supervisors and will meet with focus groups in December to receive input to develop a long-range vision for the District.

C. NYSSBA Report by Lawrence Tompkins

Board of Education voting delegate Lawrence Tompkins attended the NYSSBA Annual Business Meeting in October 2007. All recommended resolutions passed and the general atmosphere was positive, a change from last year's convention which was less harmonious. The pre-conference session on Education Law was informative and Mr. Tompkins requested that his notebook be copied for all Board members. The key areas discussed at the law session were:

- First Amendment Law: rising issue in schools with antiwar protesting, internet communication and off hours and off campus conduct
- Contract for Excellence: districts which receive 10% or greater in state aid and have one underperforming school must have a contract. The Superintendent will report to an "Education Master" who will be assigned to oversee the school. It is a situation Greenville Central School District should strive to avoid.
- IDEA & Special Education: there have been many changes
- Open Meetings Law: The Greenville Central School District complies with the open meetings law.

D. November 26, 2007 BOE Workshop

The Board will hold a Workshop on Monday, November 26, 2007 for Board of Education Development in the High School Library from 7:00 – 9:00 pm.

E. Saturday, January 26, 2008 Workshop

A Board of Education Workshop will be held on Saturday, January 26, 2008 from 1:00 pm to 3:00 pm in the High School Media Center. The probable topic for discussion at this meeting with the Town Boards will be the master planning process for Greenville Central School District.

F. Greene County School Boards Association ~ Constitution and Bylaws

Board Members received a copy of the Greene County School Boards Association Constitution and Bylaws. The document was last updated in 1997.

G. Rensselaer-Columbia-Greene Health Insurance Trust

Assistant Superintendent for Business, Tammy Sutherland, the elected Chairperson of the Trust consists of seven (7) Trustees. The Trust was formed in July 1985 to maintain comprehensive benefits at the most cost effective prices. There are twenty-three (23) member districts. The Trustees have developed and proposed amendments to the Trust Agreement which require approval by two-thirds of the component Boards of Education. There will be a meeting November 29th to answer questions from component Board of Education members. The amended Trust Agreement will be recommended for adoption at the December Board of Education Meeting.

Superintendent Cheryl A. Dudley commended Ms. Sutherland for her leadership time and effort in bringing together 23 districts, business administrators and superintendents.

H. Update on Budget Advisory Committee Meeting of November 6, 2007

Board Member Rosanne Moore reported that the Committee is developing a handout to be distributed at upcoming concerts and has enjoyed returning to the Budget Advisory Committee after three years.

I. Presentation of Senior Class Trip

High School Principal Michael Laster presented the Board with the itinerary for the Senior Class trip to Washington, D.C. and Williamsburg, VA. during spring break. Advisor Paul Ventura, Sr. and officers of the Senior Class were in attendance to answer questions from the Board. The trip will be recommended for approval on the December agenda.

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

Board Member Anne Mitchell expressed pleasure that the District had received the Mentor Teacher Grant. Superintendent Cheryl A. Dudley advised the Board that although it is difficult to obtain the first grant, the program could be maintained or increased through continuation grants which would be beneficial in supporting new faculty.

VIII. Closing Open Forum

There were no comments.

IX. Executive Session

At 8:02 P.M. Gregory Lampman moved, seconded by Anne Mitchell 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 8:48 P.M. Tina Dombroski moved, seconded by Gregory Lampman and carried unanimously to return to open session.

X. Adjournment

At 8:50 P.M. Lawrence Tompkins moved, seconded by Gregory Lampman and carried unanimously to adjourn the meeting.

School District Clerk

Board President