

Greenville Central School District
Board of Education
PROPOSED AGENDA
Business Meeting
Monday
November 13, 2006

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. Approval of Agenda**

III. Accolades

Congratulations to the following four students who were selected to participate in the Area All-State Music Festival at Saratoga Springs High School: Kelly Curtin and Ann Henry for Band; Kristin Dwyer for Chorus; and Rhys Tivey for Jazz Ensemble.

Thank you to the following people and organizations for contributions for the performance of "RUN RUN RUN" on October 30th. Two members of the band, Nick Speck and Doug Palmer, are graduates of Greenville Central School District.

Walenta and Clark Insurance Agency

PTSA, Darlene Kuykendal-President

High School Student Council Advisor - Chris Lochner

High School Music Department

IV. 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 - F**

✓ **A. Minutes of October 16, 2006 Regular Meeting**

✓ **B. Treasurers Report, Statement of Conditions, Schedule of Bills, and Transfer of Funds for the month ending October 31, 2006**

✓ **C. Special Student Services**

1. Recommendations of the Committee on Special Education from the meetings of October 12, 18, 19, and 26, 2006; and the Committee on Preschool Special Education from the meeting of October 24, 2006

✓ **D. Personnel Agenda (11.13.06)**

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 approves the following personnel appointments:

1. Professional

a. Create positions

1) After School Positions

- a) Elementary Before/After School Help effective November 6, 2006 through March 9, 2007 (7 Units)
(One unit equals 30 days @ a stipend of \$1,500)

b. Appointments

1) After School Help-High School

Name of appointee: Martha Robins
Subject area: English
Effective: October 2, 2006 and ending June 1, 2007
Mondays & Wednesdays for 30 weeks

Name of co-appointee: Douglas Davidson
Subject area: Foreign Language
Effective: October 2, 2006 and ending June 1, 2007
Every 3rd Thursday for 30 weeks

Name of co-appointee: John Gleason
Subject area: Foreign Language
Effective: October 2, 2006 and ending June 1, 2007
Every 3rd Thursday for 30 weeks

Name of co-appointee: Patricia McCarthy
Subject area: Foreign Language
Effective: October 2, 2006 and ending June 1, 2007
Every 3rd Thursday for 30 weeks

(This is the remainder of the 8 Units that were created and appointed at the October meeting for High School after school help.)

2) After School Homework Center-Middle School/High School

Name of co-appointee: Barbara Brandon
Effective date: Mondays
September 22 through June 30, 2007

Name of co-appointee: Dianne Lewis
Effective date: Tuesdays
September 22 through June 30, 2007

Name of co-appointee: Michael Mosall
Effective date: Wednesdays
September 22 through June 30, 2007

Name of co-appointee: Michelle Niosi
Effective date: Thursdays
September 22 through June 30, 2007

(This position was created at the October 16 Board of Education Meeting for Mondays through Thursdays @ a salary of \$40 per day)

3) 2006-2007 Extra Duty, Co-curricular, Extra-curricular, and Athletics

a) Advisors

High School Ski Club

Casey Gannon

b) Coaches

Varsity boys' basketball

Richard A. Seebode

JV girls' basketball

Brian Haller

Varsity Cheerleading

Patricia Dority Kawczak

JV Cheerleading

Patricia Dority Kawczak

4) Substitute teachers and teaching assistants

Name of appointee:

George Gebe

Position:

Substitute teacher per~diem

Certification:

Permanent

Effective:

October 27, 2006 through
November 30, 2006

Status:

Conditional

Name of appointee:

Audrey K. Hynes

Position:

Substitute teacher and teaching assistant
per~diem

Certification:

Non-certified, AAS and BS

Effective:

November 14, 2006 through June 30,
2007

Status:

Conditional

Name of appointee:

Michelle D. Krueger

Position:

Substitute teacher and teaching assistant
per~diem

Certification:

Non-certified, 95 college credits

Effective:

November 14, 2006 through June 30,
2007

Status:

Conditional

Name of appointee:

Leona M. Statham

Position:

Substitute teacher and teaching assistant
per~diem

Certification:

Non-certified, AAS

Effective:

November 14, 2006 through June 30,
2007

Status:

Conditional

2. Operational

a. Appointments

1) Technology Assistant

Name of appointee:

Dennis Statham

Position:

Technology Assistant - Provisional

Classification:

GCCS/competitive

Probationary period:

November 8, 2006 through May 9, 2007

Commencement of service: November 8, 2006
 Step Placement: N/A \$35,000
 Status: Conditional
(This will fill the vacancy due to the resignation of Andrew Huth.)

2) Support Staff

Name of appointee: Margaret M. Carmody
 Position: Support Staff @ 6 hours per day
 Classification: GCCS/non-competitive
 Probationary period: November 14, 2006 through May 15, 2007
 Commencement of service: November 14, 2006
 Step Placement: Per contract @ \$11.36 per hour
 Status: Conditional
(This will fill the vacancy due to the resignation of Lisa Saracione.)

3) Substitutes

Name of appointee: Margaret M. Carmody
 Position: Support Staff
 Commencement of service: October 31, 2006 to November 13, 2007
 Status: Conditional

Name of Appointee: Matthew F. Lawton, Jr.
 Position: Cleaner
 Commencement of service: November 14, 2006 to June 30, 2007
 Status: Conditional

Name of Appointee: Elizabeth J. Snyder
 Position: Support staff
 Commencement of service: September 29, 2006 to June 30, 2007
 Status: Conditional

Name of Appointee: Leona M. Statham
 Position: Support staff
 Commencement of service: November 14, 2006 to June 30, 2007
 Status: Conditional

Status: All conditional appointments are subject to receipt of a statement from each individual regarding criminal charges and are contingent upon receipt of criminal background clearance from the Commissioner of Education.

✓ E. Business Management

1. Accept donations

- a. \$100.00 from MS and HS PTSA for the concert Run Run Run
- b. \$375.00 from Walenta & Clark Agency for the concert Run Run Run

2. Adopt 2007-2008 Budget Calendar

Greenville Central School District Budget Calendar 2007-2008

Tuesday	October 17	enrollment projections distributed to administrators
Monday	November 13	adopt date and time for Annual Budget Hearing and Vote at the Business Meeting of the Board of Education.
Week of November 13-17		principals, director of special services meet individually to discuss certified staff needs with Superintendent of Schools and Assistant Superintendent for Business
Tuesday	November 14	new course offerings to Superintendent
Tuesday	November 14	Budget Advisory Committee Meeting 7:00 pm
Monday	December 11	BOE discussion of new course offerings
Tuesday	December 12	Budget Advisory Committee Meeting 7:00 pm
Tuesday	December 12	maintenance and repair requests due to the Supervisor of Buildings & Grounds
Friday	December 15	review maintenance and building repair requests due in district office from Supervisor of Buildings & Grounds
Tuesday	January 2	principals return requests for QUESTAR III services
Tuesday	January 9	Budget Advisory Committee Meeting 7:00 pm
Wednesday by January 22	January 10	curriculum advisors and/or team leader budgets due to principals principals & supervisors meet with Superintendent of Schools and Assistant Superintendent for Business regarding final non-certified and certified staff needs
Friday	January 26	completed budget pages due from principals to Assistant Superintendent for Business and Superintendent of Schools Revisions and additions to equipment requests from 5 year plan to Assistant Superintendent for Business
Tuesday	February 13	Budget Advisory Committee Meeting 7:00 pm
Wednesday	February 14	request lists of disabled voters for absentee ballots from three counties
Tuesday	February 20	first edition - Budget Workbook
Monday	February 26	Board of Education Budget Workshop 7:00 pm
Monday	March 5	Board of Education Budget Workshop 7:00 pm
Tuesday	March 13	Budget Advisory Committee Meeting 7:00 pm
Friday	March 16	Deadline to submit (to the District Clerk) propositions to be added to the ballot (60 days before vote)
Monday	March 19	Board of Education Budget Workshop 7:00 pm
Wednesday	March 21	official notice of Annual Meeting sent to "Greenville Local" & "Greenville Press" [four (4) times in the 7 weeks preceding vote, first being at least 45 days before] Notice dates: 1. March 29, 2007 3. May 3, 2007 2. April 12, 2007 4. May 10, 2007 News releases on Annual Budget Hearing, Budget Vote, and Board vacancies sent to newspapers and radio
Thursday	March 22	last day to order from 2006-2007 budget
Monday	April 2	Board of Education Budget Workshop 7:00 pm
Tuesday	April 3	news release about voter registration and absentee ballots
Tuesday	April 3	Absentee ballot applications available to public
Monday	April 9	Adoption of final draft of the proposed budget at the Business Meeting of the Board of Education

Monday	April 16	deadline for filing petitions for Board Member with School District Clerk until 5:00 p.m. (30 days before vote)
Tuesday	April 17	Property Tax Report Card due to SED and local newspapers [no later than twenty-four (24) days prior to vote]
Friday	April 27	mail newsletter with budget information to citizens
Monday	April 30	news release on budget and voting
Tuesday	May 1	proposed budget available to public on business days – [seven (7) days before Budget Hearing]
Wednesday	May 2	Voter Registration Day 2:00 pm to 7:00 pm [at least four (4) hrs., no more than 14 nor less than 5 days before vote.]
Thursday	May 3	mail absentee ballots
Tuesday	May 8	Annual Budget Hearing and presentation of proposed budget 7:30 pm High School Auditorium [held no less than seven (7) and no more than fourteen (14) days prior to vote]
Tuesday	May 8	Posting of list of requested absentee ballots at District Office [seven (7) days prior to vote]
Wednesday	May 9	Mail “Budget Notice” [after the date of the budget hearing, but no later than six (6) days prior to vote]
Tuesday	May 15	Budget Vote and election of School Board Members 1:00 pm to 9:00 pm Elementary School Cafeteria

(Please be reminded that the 2007-2008 budget will include a Proposition to approve a Bus Bond.)

3. Approve Real Property Tax Adjustments

2005-2006:

Town of Westerlo	\$4,035.58	(expenditure)
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2006-2007:

Town of Greenville	\$3,397.07	1 property (reduction of revenue)
Town of Rensselaerville	\$4,510.11	2 properties (reduction of revenue)
Town of Westerlo	\$10,179.39	4 properties (reduction of revenue)

(These adjustments are due to changes in the assessments.)

4. **Appoint Internal Claims Auditor:** BE IT RESOLVED that the Board of Education hereby appoints Mary McGuigan as Internal Claims Auditor effective October 24, 2006 through June 30, 2007 @ \$20 per hour.

(For 2007-2008 an appointment will be made at the Organizational Meeting. The following information is provided to clarify the roles of the Internal Claims Auditor, Internal Auditor, and Independent Auditor/External Auditor as presented to the Board of Education during the workshops required of Board of Education members sponsored by Questar III..

Internal Claims Auditor

Reports directly to the Board of Education;

Cannot be; the superintendent, business official, district clerk, treasurer, purchasing agent, board member, or any employee involved in accounting or purchasing functions;

Reviews and approves all claims for payment before checks are issued on behalf of the board; and

Ensures all payments are valid and legal; properly authorized; items received or services rendered; and sufficient appropriations are available.

Internal Auditor

*Reports directly to the Board of Education;
 May not be performed by anyone with other school business responsibilities;
 Develop a risk assessment of district operations;
 Tests internal controls; and
 Recommends to the board those improvements and strengthened controls to reduce risk.*

Independent Auditor/External Auditor

*Services obtained through a competitive RFP every five (5) years;
 Tests internal controls and policy;
 Provides audit/financial statement to the Board;
 Provides management letter to Board;
 Completes a mid-year report.)*

F. School Management**1. Overnight field trip**

Trip Destination: Nature's Classroom in Becket, Massachusetts
 Dates: November 27, 2006 (8:45 am departure) through
 December 1, 2006 (2:00 pm arrival at Greenville)
 Students: 95 5th grade students
 Chaperones: Barbara Orsini, Bonnie Persico, Robin Parvis, Rochelle
 Rowlee, and Brian Haller plus 10 parents TBD

VI. Discussion: A-J**A. NYSSBA Report by Lawrence Tompkins**

(The Board of Education voting delegate Lawrence Tompkins attended the NYSSBA Annual Business Meeting of October 28, 2006. The following list from the "Proposed Resolutions and Voting Delegate's Guide for the Annual Business Meeting" was discussed at the October meeting and is available to the public on the NYSSBA website.)

Resolutions Recommended by NYSSBA for Adoption listed with sponsoring district	Page
1. Student Discipline Carryover (Newark)	5
2. Creation of Pilot Assessment Programs (Briarcliff Manor)	5
3. Tax Credit and Educational Vouchers (NYSSBA Board of Directors)	6
4. District Superintendent Salary Cap (Nassau BOCES)	7
5. State Share of DS Salary (Nassau BOCES)	8
6. Principles of 21 st Century Retirement Benefits (NYSSBA Board of Directors)	9
7. Pension Contribution Reserve Funds (NYSSBA Board of Directors)	11
8. Employee Pension Contributions (NYSSBA Board of Directors)	12
9. Option of Selecting Retirement Benefit Enrollment (NYSSBA Board of Directors)	13
10. Standards for Education Funding Reform (NYSSBA Board of Directors)	14
11. Public Scrutiny of Charter School Financial Operations (Schenectady)	17
12. Payment to schools for Blind and Deaf Students (Shenendehowa)	17
13. Funding for the State Education Department (Schenectady)	19
Resolutions Not Recommended by NYSSBA for Adoption listed with sponsor	
14. Parent Member on CSE (Oceanside)	21
15. Funding for Mandatory State Tests (Pine Bush)	22
16. Student Immunization (Clarkstown)	23
17. Megan's Law Amendment (Franklin Square)	27
18. State Aid Distribution (Arlington)	29
19. Reform Current Contingency Budget Law (Hendrick Hudson)	30
20. Expend Taxpayer Funds to Promote Budgets (Croton-Haarmon)	31
21. Reserve Fund for Other Post-Employment Benefits (Nassau BOCES)	32
22. Partial State Funding of Charter Schools (Schenectady)	34

23. Proof of Local Support of Charter Schools (Schenectady)	35
24. Voter Approval of Charter School Budgets (Schenectady)	36
25. Alternatives to Mandates (Sweet Home)	37
26. Report from SED on State Funding Allocation (Croton-Harmon)	39
27. Shorten 3020-a Proceedings (Genesee Valley)	40
28. Appointment of Regents (Sweet Home)	41
29. Offering of Personal Membership Benefits (Dundee)	42

B. Process for review and approval of the recommendations of the CSE and CPSE at Board of Education Meetings

(The Board of Education requested that the Superintendent poll each component district of Questar III BOCES and Capital Region BOCES regarding the approval of the procedures for the approval of CSE/CPSE recommendations. The results of that survey are as follows:

P = Public Session X = Executive Session

Component Districts

Questar III BOCES

*P Averill Park Central School District
P Berkshire Union Free School District
P Berlin Central School District
P Brunswick Central School District
P Cairo-Durham Central School District
P Catskill Central School District
P Chatham Central School District
P Cossackie-Athens Central School District
P East Greenbush Central School District
P Germantown Central School District
P Hoosic Falls Central School District
P Hudson City School District
P Ichabod Crane Central School District
P Langsingburgh Central School District
P New Lebanon Central School District
P North Greenbush Common
P Rensselaer City School District
P Schodack Central School District
P Taconic Hills Central School District
P Troy Central School District
P Wynantskill Union Free School District*

Capital Region BOCES

*P Albany City Schools
X Berne-Knox-Westerlo Central Schools
P Bethlehem Central Schools
P Burnt Hills-Ballston Lake Central Schools
P Cobleskill/Richmondville Central Schools
P Cohoes City Schools
P Duanesburg Central Schools
P Green Island School
P Guilderland Central Schools
P Maplewood School
X Menands School
P Middleburgh Central Schools
P Mohonasen Central Schools
X Niskayuna Central Schools
P North Colonie Central Schools
P Ravena-Coeymans-Selkirk Schools
P Shalmont Central Schools
P Schenectady City Schools
P Schoharie Central Schools
P Scotia-Glenville Central Schools
P Sharon Springs Central Schools
P Shenendehowa Central Schools
P South Colonie Central Schools
P Voorheesville Central Schools
P Watervliet City Schools*

Enclosed for the Board is the most recent correspondence from Mr. Ed Sarzynski, District legal counsel, regarding the consideration and review of CSE/CPSE recommendations by a Board of Education.)

C. Quality Education Committee

(An update will be provided on work of the Quality Education Committee and Instructional Program Initiatives which have been submitted for consideration for the 2007-2008 school year.)

D. Discussion of Recommended Policy

(The presentation of the External/Independent Auditor included a recommendation for Boards of Education to develop a policy to address fraud. Discussion may include sample policies such as the enclosed “ The Reporting and Investigations of Allegations of Fraud”. Please note this is not a first reading of policy.)

E. Meeting with Town Boards

(The Superintendent requests direction from the Board of Education for the meeting of January 27 with the Town Boards.)

F. District Planning Committee

(The Superintendent will present a proposed meeting schedule and agenda topics for the District Planning Committee.)

G. Report on Greene County School Boards Dinner of November 2, 2006

(The Greene County Schools Boards Association Meeting included presentations by Alexander Mathes, Executive Director of the Greene County Industrial Development Agency and Warren Hart, AICP, Director of Greene County Planning and Economic Development. Greenville CSD Board of Education received recognition for the highest Board member attendance at the meeting.)

H. Presentation of new textbook

Title:	<u>Biology: Concepts and Connections</u>
Class:	10 th grade Honors Biology
Publisher:	Benjamin Cummings
Copyright:	2006
Cost:	\$110.97
Quantity:	25

(This textbook is recommended by science teacher, Sandra Orris and High School Principal, Michael Laster for use in the Honors Biology classes.)

I. Excel Aid

(An update will be provided on various options and consideration for the categorical EXCEL aid.)

J. Town of Greenville Comprehensive Planning Committee

(Representative from the Board of Education, Ann Holstein, will report on the status of the work of the committee to date.)

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

Field Trip Costs

VIII. 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.

IX. 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 impair 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.

X. Adjournment