

Gilbertsville-Mount Upton Central School Board of Education

Re-Organizational & Regular Meeting

11 July 2017

Board Room D104

Members present at the start of the meeting were Jeremy Pain, Larry Smith, Patricia Dunham, Barbara Hill, and Mark Muller.

Members Ethan Eberly and Zachary Proskine were absent.

Others present were Superintendent, Annette Hammond, Acting District Treasurer, Dorothy Iannello, Acting District Clerk, Amber Birdsall, and Acting PK-12 Principal, Heather Wilcox.

The meeting was called to order at 7:00 P.M. by Acting District Clerk, Amber Birdsall, who led the Pledge of Allegiance. ORDER

The Acting District Clerk called for nominations for Board President for the 2017-2018 school year. Jeremy Pain was nominated by Larry Smith for President. There were no other nominations. ELECTION, PRESIDENT

On a motion by Hill, seconded by Dunham and passed unanimously, the Acting District Clerk was requested to cast one ballot for the unanimous election of Jeremy Pain as President for the 2017-2018 school year.

Jeremy Pain was unanimously elected President.

The Acting District Clerk called for nominations for Board Vice-President for the 2017-2018 school year. Larry Smith was nominated by Pain. There were no other nominations. ELECTION, VICE-PRESIDENT

On a motion by Muller, seconded by Pain and passed unanimously, the Acting District Clerk was requested to cast one ballot for the unanimous election of Larry Smith as Vice-President for the 2017-2018 school year.

Larry Smith was unanimously elected Vice-President.

The Oath of Office was administered to President Pain and Vice-President Smith by the Acting District Clerk. OATHS ADMINISTERED

As recommended by the Superintendent, the following appointments and designations for the 2017-2018 school year were unanimously approved as amended on a motion by Smith, seconded by Pain and passed unanimously. APPOINTMENTS AND DESIGNATIONS

- Superintendent Annette D. Hammond
- District Clerk Amber Birdsall
- District Treasurer Dorothy Iannello
- Deputy Treasurer Cindy Ketchum
- Purchasing Agent Superintendent
- Alternate Purchasing Agent Dorothy Iannello
- Asst. Purchasing Agent Pk-12 Principal
- K-12 Petty Cash Fund \$100 District Treasurer
- School Meals Petty Cash Fund \$50 Susan Sebeck
- School Attorney Hogan, Sarzynski, Lynch, Dewind & Gregory, LLP

Compliance Officer for Title IX & Title I Sexual Harassment Complaint Officer	Pk-12 Principal Pk-12 Principal
Homeless Liaison Pesticide Application Coordinator Funds Depository	Annette Hammond Alan Digsby Community Bank, N.A., NBT, J.P. Morgan-Chase
HIPAA Privacy Officer School Tax Collector Authorized Credit Card	Dorothy Iannello Dorothy Iannello Visa/Community Bank, N.A.
Attendance Clerk Independent Auditor LLP	Front Desk Position D'Arcangelo & Co.,
Internal Claims Auditor Payroll Certification DASA Coordinator BOE Regular Meeting Nights schedule Newspapers	Tom Connell Superintendent Heather Wilcox See attached (Norwich) Evening Sun & (Oneonta) Daily Star
Legislative Liaison Bonding \$1,000,000	BOE Vice President District Treasurer, Deputy Treasurer
Student Accounts Counselor Student Accounts Central Treasurer Mileage Rate	Pk-12 Principal Cindy Ketchum Current IRS standard rate (\$0.535)
Bus Leasing Rate	\$3.50 per mile, including fuel but not driver's compensation
Budget Transfers up to \$10,000 Student Suspensions	Superintendent Superintendent and Pk-12 Principal
Meal Prices: Breakfast	Full \$1.25, reduced \$.25, and free
Lunch PK-6	Full \$1.85, reduced \$.25, and free
7-12	Full \$2.05, reduced \$.25, and free
Adults	Ala carte plus tax
Milk	\$.50
Ice Cream	\$.75
Tutoring Stipend	\$23.38 per hour
Teaching Substitutes	Certified - \$80/day Uncertified- \$70/day Retired - \$100./day
Fully Certified Long Term Teacher:	
After 10 consecutive days in same position -	\$85/day
After 25 days -	\$90/day
Non-Certified Long Term Teacher:	
After 10 consecutive days in same position-	\$75/day
After 25 days-	\$80/day
Substitute Support Staff	Minimum Wage
Substitute Secretary, Long-Term (Over 10 days)	\$10.90/hr.

Substitute Health Aide with Certification	\$70.00/day
Substitute Registered Nurse	\$17.00/hour
Substitute Bus Driver	\$20.00/run
Substitute Cleaner Rate	\$10.40/hour
Summer Instructional Pay	\$70.10/half day
Election Officials' Stipend	\$80.00/day
Records Management Officer	Amber Birdsall
Hearing Officer	BOE President
Audit Committee	Board Members
Financial Advisor	Fiscal Advisors and Marketing, Inc.
Title IX/Section 504 Compliance Officer	Pk-12 Principal
Human Rights Officer	Superintendent
LINKS Coordinator	Theresa Bennett

Designation of DCMO BOCES to act as the Advisory Council for GMU Career and Technical Education 2017-2018.

Approve Federal and State Programs:
Title I, Title II A, IDEA Part B Section 611, National School Lunch, National School Breakfast and Surplus Food

RESOLVED: Upon the recommendation of the Superintendent of Schools, per the required Commissioner's Regulations Part 200.3, that this Board does hereby appoint the following **CSE/CPSE** Committee Members for the 2017-2018 school year:

CSE

- CSE Chairperson: Annette Hammond
- School Psychologist: Theresa Yantz
- Special Education Teacher
- Regular Education Teacher
- Parent Member: Refer to list (Only needed at parent request)
- Parent(s) of Guardian of the Student
- Other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate, as the school district or parent(s) shall designate;
- If appropriate, the student.

CPSE

- CPSE Chairperson: Annette Hammond
- School Psychologist: Theresa Yantz
- Special Education Teacher
- Regular Education Teacher
- Parent Member: Refer to list (Only needed at parent request)
- Parent(s) of Guardian of the Student
- Other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate, as the school district or parent(s) shall designate
- For child in transition from Early Intervention programs and services, at the request of the parent, the appropriate professional designated by the agency that has been charged with the responsibility of the preschool child
- A representative of the Municipality of the preschool child's residence.

- **Alternate Chairperson**

To approve the following Alternate Chairpersons for the 2017-2018 school year:

Theresa Yantz, School Psychologist; Larisa Waghorn-Muller, Secondary Special Education Teacher.

RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby authorize the Board President and/or Deputy Treasurer to sign checks in the absence of the District Treasurer.

RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby authorize the Superintendent of Schools to enter into contracts for services on behalf of the Gilbertsville-Mt. Upton Central School District.

RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does and hereby agrees that the district shall provide legal counsel and indemnify to its members, officers, the superintendent of schools, and school building and district administrators against all uninsured financial loss arising out of any proceedings, claim, demand suit, judgment by reason of alleged negligence or other conduct resulting in bodily or other injury to any person or damage to the property of any person committed while said member, officer, superintendent, building administrator or district administrator is acting within the scope of his/her employment or at the direction of the Board of Education and in addition that this clause is continued in the employment contracts of the superintendent, school building and school district administrators.

RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board of Education of the Gilbertsville-Mt. Upton Central School District hereby adopts, in full, the coverage provided by Section 18 of the New York Public Officers Law. This coverage shall not supplant any existing protection and/or coverage provided by any other section of law, but shall add to and supplement such existing coverage.

RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board hereby re-adopt Code of Ethics, Code of Conduct, and all existing Policies.

RESOLVED: Upon the recommendation of the Superintendent of Schools, that this Board does hereby adopt the 2017-2018 Board Meeting Schedule as presented. **RESOLVED:** to meet within the first fifteen days of July, as per Education Law 1707(1), (2).

RESOLVED: Upon the recommendation of the Superintendent of Schools, the Board does hereby agree to retain MANG Insurance Agency LLC., (MANG) to broker the business and other insurance needs. The District, with the guidance of MANG, will periodically obtain insurance coverage carrier quotes to assure competitive pricing.

Annual appointments and designations of the reorganizational meeting were concluded at this point and business of the Regular Meeting was taken up at 7:08pm.

The Superintendent and Acting PK-12 Principal provided the following Positive Highlights for the information of members:

POSITIVE HIGHLIGHTS

- June state tests have been completed. The District has started receiving some of the science results. The science testing is what the APPR scores were calculated from.
- The Pk-2, 3-6, and 7-12 Award Ceremonies took place at the end of June. All were well attended.
- The Senior Trip was at Copes Corners this year. More students were able to attend because of keeping it local.
- Baccalaureate went well and was well attended.
- G-MU had a 91.67% graduation rate this year.
- Yearbooks were out before the end of the school year giving the students opportunity to sign friend's yearbooks.
- Teacher training has started for the new Literacy Program that the District is using. Tanya Schnable is conducting the training.
- The Superintendent and Acting PK-12 Principal attended a Rural Schools meeting that was very beneficial. They were able to meet with and listen to the Commissioner of Education speak.
- The Superintendent and Community Member Leigh Eckmair, transported the schools artifacts collection to the archeology department at SUNY Oneonta where they will stay for one year while they get cleaned and labeled as to what type of artifacts each are.

-The District Clerk handed out information for new board members to attend a mandated fiscal oversight training and school board governance training.

INFO FOR MEMBERS

- Friday Bulletins
- NY44 Insurance Update
- Early Dismissal on Fridays
- Consent Agenda Process

No topics raised from the floor at this time.

PUBLIC COMMENT

C&S Companies, Benn DeRocker updated the Board and Administration on what has been completed thus far on the current capital project that is taking place this year.

REPORTS, Capital Project Update

Acting PK-12 Principal, Heather Wilcox reported on the June 2017 Regents Results.

Regents Results

Superintendent, Annette Hammond, made the board aware that she has secured \$300,000 as the startup fee to have a School Based Health Clinic at G-MU. The money was donated by Senator Seward. Mrs. Hammond presented options on how to secure the other \$300,000 so that the clinic could open in the fall of 2018.

BOARD DISCUSSION,
School Based Health Clinic

Superintendent, Annette Hammond, made the board aware that the person who was hired for our Music Share has taken a full-time job closer to home. Unatego and G-MU are still planning on sharing this position and BOCES is reposting the vacancy.

Music Share

Minutes of the 13 June 2017 meeting were unanimously approved on a motion by Hill, seconded by Smith.

MINUTES

The proposed 11 July 2017 regular meeting Consent Agenda was unanimously adopted <i>as amended with additions to the agenda</i> on a motion by Hill, seconded by Muller.	AGENDA
Board Member Hill made the motion, seconded by Board Member Pain, RESOLVED: Upon the recommendation of the Superintendent of Schools, to accept/approve the 11 July 2017, CSE/CPSE Consent Agenda. The meeting dates include: June 14, 21, and 22, 2017. For the motion five, opposed none. Motion carried.	CSE/CPSE CONSENT AGENDA
Board Member Hill made the motion, seconded by Board Member Pain, RESOLVED: Upon the recommendation of the Superintendent of Schools, to accept/approve the 11 July 2017, Financial Consent Agenda. For the motion five, opposed none. Motion carried.	FINANCIAL CONSENT AGENDA
To accept the bid of the following company to supply milk products for the 2017-18 school year: Instant Whip.	Milk Bid
To accept the bid of the following company to supply ice cream products for the 2017-18 school year: Hershey's Ice Cream.	Ice Cream Bid
To accept the bid of the following company to supply bread products for the 2017-18 school year: Bimbo Bakeries USA.	Bread Bid
To accept financial reports for June 2017.	Financial Reports
Board Member Smith made the motion, seconded by Board Member Hill, RESOLVED, upon the recommendation of the Superintendent of Schools to accept the following bid proposal for electrical construction: Nelcorp Electrical Contracting Corporation Base Bid Amount: \$59,840 Alternate No. EC-1-Boiler Room Lighting Replacement (Add) \$2,995 Total Contract Award: \$62,835	FINANCIAL PROPOSAL AGENDA
Board Member Pain made the motion, seconded by Board Member Hill, RESOLVED: Upon the recommendation of the Superintendent of Schools, to accept/approve the 11 July 2017, Personnel Consent Agenda. For the motion five, opposed none. Motion carried.	PERSONNEL CONSENT AGENDA
To approve a maternity leave for Karen Hill beginning on or about 05 September 2017.	Maternity Leave
To approve a FMLA for Karen Hill beginning on or about 18 October 2017 with an expected return date of 19 December 2017.	Family Medical Leave
To rescind the appointment of Kimberly Degear for a 12 week sabbatical for the spring semester of the 2017-18 school year.	Sabbatical
To approve a 20 week sabbatical for Kimberly Degear, for the spring semester of the 2017-18 school year, per all binding terms and conditions set forth in the GMUTA contract.	

To appoint Winifred Sortman, Janice Costello, Barbara Lilley, Holly Wilkinson, Scot Lueck, Denise Marshall, and Janice Johnson as **certified** substitute teachers for the 2017-2018 school year.

Substitutes for 2017-18

To appoint Andrea Skolnick (sub teacher only), Mychele Cotton, Janie Hunt, William Howe, Stacey Pankiewicz, Willy Vargas, Autum Butler, Elaina Palada, Kelsea Webster, Kathleen York, Gina Boliski, and Phyllis Inman as **non-certified** substitute teachers/aides for the 2017-18 school year.

To appoint Phyllis Inman as RN (School Nurse) for the 2017-18 school year.

To appoint the following coaches for the 2017-18 school year:

Coaches

Fall Sports:

Boys Varsity Soccer-Mark Luetzger
Boys Modified Soccer-Matt Johnson
Girls Varsity Soccer-Tim Deters
Girls Modified Soccer-Alicia Sebeck
Varsity Cross Country-Mark Seigers
Modified Cross Country-Mark Seigers

Winter Sports:

Boys Varsity Basketball-Greg Bonczkowski
Boys JV Basketball-Travis Woods
Boys Modified Basketball-Matt Johnson
Girls Varsity Basketball-Nicole Conway
Girls JV Basketball-Tanya Barnes
Girls Modified Basketball-TBD

To approve the establishment of an elementary classroom teaching position.

Establish Elementary Teaching Position

To approve the reassignment of Leah Trass' tenure area from Reading to Elementary Teacher effective November 1, 2016.

Reassignment of Tenure Area

To appoint Lauren Weidman as Literacy Instructional Leader for the 2017-18 school year. She will receive a stipend of \$5,000.

Literacy Instructional Leader

To appoint Cierra Stafford on tenure to the position of Mathematics tenure area. The board hereby makes this appointment effective 01 September 2017.

Tenure Recommendation

To appoint Mariah Gerty as certified long term substitute for the maternity leave of Karen Hill and the sabbatical leave for Kimberly Degear with an effective start date of September 1, 2017.

Long Term Substitute Recommendation

To appoint Winifred Sortman as Musical Director for the 2017-18 school year.

Musical Director

To appoint the following teachers/staff to the Kindergarten Bridging Program for the 2017-18 school year: Deb Davies, Ashley Mannina, Christina Palmer, Maggie Lackos, Jamie Sherwood, Emily Slentz, Lauren Weidman, and Melissa VanVorce.

Kindergarten Bridging Program Staff

To appoint the following teachers/staff to the PK Meet and Greet for the 2017-18 school year: Bobbi Stensland, Amy McLaury, and Amanda Musson.

PK Meet and Greet Staff

To appoint Greg Bonczkowski as Athletic Coordinator for the 2017-18 school year. Athletic Coordinator

To appoint Melissa VanVorce as full-time Special Education Teacher effective 01 September 2017, beginning at a Step 12 of the current GMUTA contract. Special Education Teacher
 Upon recommendation of the Superintendent, the following probationary appointment is hereby made:
 Name of appointee: Melissa VanVorce
 Tenure Area: Special Education

Date of commencement of probationary service: 01 September 2017
 Expiration date of appointment: 01 September 2021
 Certification status: Childhood Education (birth-6) and Special Education (1-6)

*To the extent required by the applicable provisions of Education law §§2509, 2573, 3212 and 3014, in order to be granted tenure the classroom teacher or building principal shall have received composite or overall annual professional performance review rating pursuant to Education Law §3012-c and/or 3012-dof either effective or highly effective in at least three (3) of the four (4) preceding years and if the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. For purposes of this subdivision, "classroom" and "building principal" means a classroom teacher or building principal as such terms are defined in sections 30-2.2 and 30-3.2 of this Part.

To appoint the following mentors for the 2017-18 school year: Mentors

<u>Mentor</u>	<u>Mentees</u>
Leah Trass	Lauren Weidman, Literacy
Heather Wilcox	Kathryn Parson, School Counselor
Erin Marinelli	Nicole O'Brien (Gardepe), 12:1:1 Consultant
Erin Marinelli	Melissa VanVorce, Elementary Special Education
Anne Monaco	Ashley Hughes, Art
Anne Monaco	Barbara Dwyer, Art
Tom Connell	Aimee Piedmonte, MS/HS English

Board Member Smith made the motion, seconded by Board Member Hill, RESOLVED: Upon the recommendation of the Superintendent of Schools, to accept/approve the 11 July 2017 New Items Consent Agenda. For the motion five, opposed none. Motion carried.

NEW ITEMS CONSENT AGENDA

Change Order #GC-5 for 2016 Capital Project #100374:
 Contract: General Construction
 Contractor: Murnane Building Contractors, Inc.
 Change Amount: 8,800.00
 Addition
 Alternate: Install sod in lieu of seed and mulch and the disturbed areas around the baseball field.
 Date: 05/17/2017
 Architect Project Number: 100374

Change Orders

Change Order #PC-2 for the 2016 Capital Project #100374:
 Contract: Plumbing Construction
 Contractor: H.J. Brandeles Corp.
 Change Amount: 1,634.00
 Subtraction

Alternate: Removed the metal rack at the fueling island and provided the light pole foundation.

Date: 06/05/2017

Architect Project Number: 100374

Owner: Gilbertsville-Mt. Upton CSD
Contractor: Blanding Electric, Inc.
SED No.: 47-02-02-04-0-012-006 – K-12 Building
Contract No.: 6 – Cabling Construction
Construction Manager: C & S Companies, Inc.
Architect: BCK-IBI Group, a New York General Partnership

Standard Form of Agreement Between Owner and Contractor

To approve the following sports mergers for the 2017-18 school year:

Sports Mergers

- Gilbertsville-Mt. Upton CSD with Morris CSD for Modified and Varsity Cross Country.
- Gilbertsville-Mt. Upton CSD with Sidney for Varsity Golf.
- Gilbertsville-Mt. Upton CSD with Oxford for Varsity Football.
- Gilbertsville-Mt. Upton CSD with Morris for Boys and Girls Varsity Track and Field and Boys and Girls Modified Track and Field.

No topics raised from the floor.

SECOND PUBLIC COMMENT

The board convened in executive session at 8:03 p.m. to discuss references on a past employee and non-resident students with the Superintendent, Treasurer, District Clerk, and Acting Principal present, on a motion by Hill, seconded by Muller and passed unanimously.

EXECUTIVE SESSION

The board reconvened in open session at 8:33 p.m. on a motion by Hill, seconded by Muller and passed unanimously.

The meeting adjourned at 8:34 p.m. on a motion by Smith, seconded by Hill, and passed unanimously.

ADJOURNMENT



