

EAST GREENBUSH CENTRAL SCHOOL DISTRICT

Board of Education Meeting
Wednesday, October 19, 2016
Green Meadow Elementary School

MINUTES

1. **Call to Order** – Dr. Harrison – 7:30 p.m.

MEETING BEGINS

2. **Attendance**

	<u>Present</u>	<u>Absent</u>
Mr. Buono	x	
Ms. Curran	x	
Ms. Curtin	x	
Mr. Dunn	x	
Mr. Giordano		x
Dr. Harrison	x	
Mr. Mann	x	
Ms. Massey		x
Ms. Taylor	x	
<u>Also Attending</u>		
Mr. Simons	x	
Ms. Bowman		x
Mr. Edson	x	
Dr. Pampel	x	
<u>Student Council Representatives</u>		
Devin Neal		x
Lilly Hutton	x	

3. **Ex Officio Student Council Comments and Presentations**

**EX OFFICIO
COMMENTS AND
PRESENTATIONS
SPECIAL
EDUCATOR OF
THE YEAR**

Special Educator of the Year

Ms. Squillace announced that Cheri Walsh, Bus Driver and Jacqueline Perry, Bus Aide have been selected as Special Educators of the Year. Several parents nominated them for the award, expressing how important the bus rides to and from school are for students. The bus driver and aide are the first individuals the students see in the morning to start the day and the last individuals they see in the afternoon.

Parents described Ms. Walsh and Ms. Perry as an incredible team, well deserving of the award, caring and sensitive, always going above and beyond regular duties, pleasant, thoughtful, patient and understanding. Ms. Squillace said the two winners do not like to be absent at the same time so students have consistency from day to day. She thanked Ms. Walsh and Ms. Perry for great work on behalf of students with special needs.

The Special Educator of the year Award is in honor of Mary Van Derzee, Director of Pupil Personnel Services at the District from 1988-1992. Subsequently, Ms. Van Derzee worked in the Office of Disabilities at the College of St. Rose from 1993-2003. Ms. Van Derzee is honored for her advocacy efforts on behalf of students with disabilities.

The award winners' names will be inscribed on a plaque that will be displayed at the D. Jack Hedden-Raymond H. Werking, Sr. Transportation Center during the school year.

Student Council Representatives

Lilly Hutton reported on activities related to Spirit Week and homecoming game and dance. She said the student council is selling t-shirts to support Breast Cancer Awareness and has raised \$800 so far. Lilly Hutton encouraged staff and students to participate in the blood drive on October 25. The student council is sending ten representatives to the upcoming Suburban Council Leadership Conference.

STUDENT COUNCIL

NYSPRA Statewide Website Award Recognition

Mr. Simons said that the New York State Public Relations Association has honored the school district with an award for its website. He congratulated Mr. Adam for his success with the new website and commended him for constantly updating the student and program content. Mr. Simons said that Mr. Adam is a District employee who is doing an exceptional job with school public relations.

NYSPRA STATEWIDE WEBSITE AWARD

Green Meadow Presentation – School Board Recognition
Principal Garab also commended Mr. Adam, Ms. Perry, and Ms. Walsh on their awards. He announced that the week of October 24 – 28 is New York State School Board Member Recognition Week. Mr. Garab said we celebrate the contributions of Board members as dedicated volunteers to our schools.

GREEN MEADOW PRESENTATION

Ms. Rumney, Music and Choral Director, lead the 5th grade chorus in two selections to honor the Board. Rachel Skumurski introduced the first song “Thank You”. Sophia Smith introduced the second song “Unsung Heroes”. Ms. Kusche, 4th Grade Teacher and producer of GMTV showed previous interviews conducted by students with Dr. Harrison and Mr. Simons.

Mr. Garab thanked the maintenance team for the meeting setup. He also thanked parents for supporting the school and bringing their students to perform the choral selections. Mr. Garab thanked Ms. Rumney, Ms. Kusche, and Mr. Dedrick for the presentations. He said the PTO is phenomenal and thanked them for the gifts of recognition to Board members.

Break from 8:02 p.m. to 8:18 p.m.

4. Public Forum

Mr. Balzer thanked Green Meadow staff and students for a great presentation and commended Columbia students for decorating the high school to support Breast Cancer Awareness.

PUBLIC FORUM

5. Board Forum and Superintendent Report

Mr. Buono congratulated the award winners and spoke of great memories at the Green Meadow School. Mr. Buono acknowledged the work of Mr. Adam with the website.

**BOARD FORUM
AND SUPERIN-
TENDENT
REPORT**

Mr. Mann thanked Green Meadow staff and students for an outstanding presentation. He congratulated Mr. Adam on the award.

Ms. Curtin also congratulated all the award winners. She appreciated the work of Green Meadow staff, students and administration on the presentation. Ms. Curtin thanked Mr. and Mrs. Leonard for their many efforts on senior nights for all sports and posting pictures on Facebook.

Ms. Taylor recalled a conversation about the importance of education with an Albany physician and how teachers can change a student’s life. She thanked all teachers for their efforts. Ms. Taylor spoke about a photograph of students in Kindergarten, with the same students being photographed at the recent homecoming celebration.

Ms. Curran thanked everyone at Green Meadow for a great presentation. She also thanked the PTO for the refreshments and gifts for Board member recognition.

Mr. Simons spoke of the many great activities in the schools, including the recent homecoming at Columbia. He said that our kids are inspiring and very responsible. Mr. Simons attended recent PTO meetings at Red Mill, Genet, and Green Meadow and thanked the volunteers for all their efforts on behalf of students. Dr. Pampel and Mr. Simons will be attending a Chamber of Commerce Business Partnership presentation on October 21. He also thanked parents nominating special educators of the year to recognize the outstanding work of our employees.

6. Minutes

MINUTES

Be it resolved, that upon the recommendation of the District Clerk, the Board of Education approves the minutes of the Board of Education Meeting of September 28, 2016.

Moved by Ms. Taylor, Seconded by Ms. Curtin
Vote: Ayes – 6, Nays – 0, Abstentions – 1 (Mr. Mann)
Motion carried.

7. Regular Business

**REGULAR
BUSINESS**

Approval of Programs for Resident Children with Disabilities.
Be it Resolved, that upon the recommendation of the Superintendent, the Board of Education approves the programs for resident children with disabilities as presented.

Moved by Mr. Dunn, Seconded by Mr. Buono
Vote: Ayes – 7, Nays – 0
Motion carried.

8. Reports and Presentations

**REPORTS AND
PRESENTATIONS
AUDIT REPORT**

A. Audit Report
Mr. Edson thanked Ms. Wager, Accounting Supervisor and Treasurer for preparation of the financial statements. He also thanked Ms. Bauer, Extra-class Treasurer, and teacher advisors for accounting for student club funds during the year. Mr. Edson thanked the members of the Finance and Audit Committee including Board members Mr. Giordano and Mr. Buono and community members Ms. Maciol, Mr. Chesser, Mr. Lindermann, and Ms. Blostein. Mr. Edson said the Committee fulfilled its responsibilities by obtaining the

external audit through a RFP process, meeting in June to review the scope of the audit, and a meeting on September 29 to review draft financial statements. He noted Board members must complete a six-hour required financial responsibilities training; Mr. Giordano is in the process of completing his training.

The Assistant Superintendent provided an overview of the five items in the Board audit packet: a summary audit overview, a large packet containing the financial statements and required reports, a small packet on extra-classroom activity funds, the required communications letter, and internal control matters letter. Mr. Edson said there were no significant audit findings, major areas of review, audit adjustments, or difficulties encountered during the audit. He gave an overview of the sections of the financial statements, with emphasis on the auditor's unmodified opinion. Mr. Edson suggested that Board members review page 65 of the report, which has a summary of findings and questioned costs. The Assistant Superintendent said it was a good report with a year-end fund balance close to the 4% maximum allowed by the State and in accordance with the fund balance policy #6245.

Mr. Edson said there was approximately \$1.5 million in transactions in the extra-classroom funds as shown in the statements. He said it was difficult to achieve the unmodified opinion given by the auditor and presented to the Board of these statements. The Assistant Superintendent also reviewed the auditors' recommendation in the internal control matters letter relating to the school lunch fund. He said the Board approved a price increase in 2015-2016, included a subsidy in the 2016-2017 proposed budget, and continues to implement recommendations from the consultant review in September 2015. A corrective action plan has been submitted as part of the consent agenda.

Mr. McGivney from Bonadio & Company thanked the Board and business office staff for their cooperation during the audit. Board members did not have any questions for the auditor.

Motion by Mr. Buono and Seconded by Mr. Mann
Resolved, the Board of Education of the East Greenbush Central School District hereby accepts the audit reports for the year ended June 30, 2016 as prepared and presented by Bonadio & Company, LLP, independent auditors.

Vote: Ayes – 7, Nays – 0
Motion: carried.

B. SEQRA Resolution Smart Schools Bond Project
Mr. Edson said that the District must consider the environmental impact of any capital project through a State Environmental Quality Review Act process. The implementation of the Smart Schools Bond Project is considered a Type II Action with no impact on the environment, as recommended by the architects.

SEQRA RESOLUTION

The following resolution was offered by Ms. Curran, who moved its adoption, seconded by Ms. Taylor to wit:

WHEREAS, the East Greenbush Central School District (the “District”) Board of Education (the “Board”) has considered the impacts to the environment of following Scope of Work to be completed at the Howard L. Goff Middle School and under SED project number 49030106-7-999-004: repairs and improvements, including, but not limited to, interactive presentation board installation and electric and data wiring, and;

WHEREAS, the Board has reviewed the Scope of Work presented for the collective Scope of Work as one Proposed Action, and has further consulted with its Architects with respect to the potential for environmental impacts resulting from the Proposed Action, and

WHEREAS, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR Part 617.5(c) and concluded that the project involves the maintenance and repair of existing facilities involving no substantial changes in an existing structure, and replacement, rehabilitation and reconstruction of structures in kind, now therefore;

BE IT RESOLVED by the East Greenbush Central School District as follows:

- 1) The Proposed Actions, individually and cumulatively, do not exceed thresholds established under 6 NCCR Part 617, of the State Environmental Quality Review Act, (SEQRA).
- 2) The Board hereby determines the Proposed Action is a Type II action in accordance with the SEQRA regulations.
- 3) No further review of the Proposed Action is required

under SEQRA.

4) This resolution shall be effective immediately.

The vote on the forgoing Resolution was as follows:

<u>Dr. Shay Harrison, President</u>	<u>Voting</u>	<u>YES</u>
<u>Mark Mann, Vice President</u>	<u>Voting</u>	<u>YES</u>
<u>Michael Buono</u>	<u>Voting</u>	<u>YES</u>
<u>Karen Curran</u>	<u>Voting</u>	<u>YES</u>
<u>Kathleen Curtin</u>	<u>Voting</u>	<u>YES</u>
<u>John J. Dunn, Jr.</u>	<u>Voting</u>	<u>YES</u>
<u>James Giordano</u>	<u>Voting</u>	<u>ABSENT</u>
<u>Jennifer Massey</u>	<u>Voting</u>	<u>ABSENT</u>
<u>JoAnn Taylor</u>	<u>Voting</u>	<u>YES</u>

C. Third Reading of Policy

Mr. Edson said that Ms. Massey had suggested some additional clarifications to existing policy #1400, Public Complaints and Effective Communication. The clarifications were provided to the school attorney and policy committee for review. Dr. Harrison said he would be voting no since the previous simplified version was sufficient.

Moved by Mr. Mann, Seconded by Mr. Dunn
Resolved the Board of Education of the East Greenbush Central School District hereby adopts policy #1400, Public Inquiries and Effective Communication.
Vote: Ayes – 6, Nays – 1 (Dr. Harrison)
Motion carried.

D. First Reading of Policies

Mr. Edson said that the policy committee had reviewed four policies for first reading by the Board. Policy #2120.1, Candidates and Campaigning, is revised to clarify the definition of electioneering. Policy #4325, Academic Intervention Services, is revised to state the location of eligibility requirements for services is on the District website. Policy #5100, Attendance is now clarified to note that absences due to circumstances related to homelessness are excused absences. Policy #5152, Admission of Non-resident Students, is updated to clarify a homeless student is not a non-resident student under the policy provisions.

Mr. Buono asked if electioneering is an issue. Mr. Edson

noted that the polling place distance markers are displayed each year at the budget vote, and he could not recall any previous issues.

9. Tabled Motions
None at this time.

**TABLED
MOTIONS**

10 Old Business

OLD BUSINESS

A. Goals Scorecard
Mr. Giordano and Mr. Mann sent two formats for a scorecard. Dr. Harrison will distribute the formats for Board member review.

**GOALS
SCORECARD**

B. Board Self-Evaluation
Mr. Dunn said the Board self-evaluation should be tied into the goals and objectives and be one process. He suggested the process be evaluated in the spring and kept simple. Data collected should tell the Board whether the goals' progress is on target or not.
Dr. Harrison asked if the group was comfortable with the NYSSBA self-evaluation document. He suggested that the scorecard be finalized in November and be reported on in January. The Board self-evaluation could take place in March with a final goals scorecard presented in June. Dr. Harrison suggested a determination at the next Board meeting on the issue. Mr. Dunn said the self-evaluation will create an environment for the school community of reflection.

**BOARD SELF-
EVALUATION**

Mr. Buono proposed the scorecard be placed on the website for transparency.

Mr. Simons said that he reviewed the goals and objectives with the total administrative staff and will be receiving input from them on how to proceed.

C. Board Meeting Redesign
Dr. Harrison said the subcommittee forwarded ideas to Mr. Simons and selected top items to improve meeting flow and interaction with the community. Mr. Simons suggested the following items be implemented immediately: 7 p.m. start time, pledge of allegiance lead by a student if possible, committee reports given by Central Office administrators, and visual presentations distributed in advance. He said that the principals' report is still under discussion prior to any

**BOARD MEETING
REDESIGN**

implementation. Mr. Simons said that a number of other ideas are under discussion for future implementation such as staff recognition and programs for interaction with community, students, and faculty.

D. NYSSBA 2016 Annual Business Meeting, Proposed Bylaw Amendments & Resolutions and Voting Delegates Guide

**NYSSBA 2016
PROPOSED
AMENDMENTS
AND
RESOLUTIONS**

Mr. Dunn agreed to act as the District's delegate at the New York State School Boards Convention. Board members were asked for an informal poll on each of the proposed resolutions.

- 1) Bylaw Amendment A: 7 Yes, 0 No
- 2) Bylaw Amendment B: 7 Yes, 0 No
- 3) Bylaw Amendment C: 7 Yes, 0 No
- 4) Bylaw Amendment D: 7 Yes, 0 No
- 5) Proposed Resolution 1: 7 Yes, 0 No
- 6) Proposed Resolution 2: 5 Yes, 2 No (Mr. Dunn, Mr. Buono)
- 7) Proposed Resolution 3: 6 Yes, 1 No (Mr. Dunn)
- 8) Proposed Resolution 4: 6 Yes, 1 No (Mr. Mann)
- 9) Proposed Resolution 5: 0 Yes, 7 No
- 10) Proposed Resolution 6: 4 Yes, 3 No (Ms. Curran, Mr. Mann, Mr. Dunn)
- 11) Proposed Resolution 7: 7 Yes, 0 No
- 12) Proposed Resolution 8: 7 Yes, 0 No
- 13) Proposed Resolution 9: 7 Yes, 0 No
- 14) Proposed Resolution 10: 5 Yes, 2 No (Dr. Harrison, Mr. Dunn)
- 15) Proposed Resolution 11: 7 Yes, 0 No
- 16) Proposed Resolution 12: 7 Yes, 0 No
- 17) Proposed Resolution 13: 6 Yes, 1 No (Mr. Buono)
- 18) Proposed Resolution 14: 7 Yes, 0 No
- 19) Proposed Resolution 15 & 16: Suggestion by Mr. Edson that the resolutions be withdrawn since GEA has been fully restored.
- 20) Proposed Resolution 17: 2 Yes, 5 No (Ms. Curtin, Dr. Harrison, Mr. Mann, Mr. Dunn, Mr. Buono)
- 21) Proposed Resolution 18: 7 Yes, 0 No
- 22) Proposed Bylaw Amendment E: 0 Yes, 7 No
- 23) Proposed Resolution 19: 0 Yes, 7 No
- 24) Proposed Resolution 20: 2 Yes, 5 No (Ms. Curran, Ms. Taylor, Ms. Curtin, Mr. Mann, Mr. Buono)
- 25) Proposed Resolution 21: 0 Yes, 7 No
- 26) Proposed Resolution 22: 0 Yes, 7 No
- 27) Proposed Resolution 23: 3 Yes, 4 No (Ms. Curran,

Ms. Taylor, Ms. Curtin, Mr. Buono)
28) Proposed Resolution 24: 1 Yes, 6 No (Ms. Curran,
Ms. Taylor, Ms. Curtin, Dr. Harrison, Mr. Mann, Mr.
Dunn)

11 Consent Agenda

- | | |
|--|---|
| A. Financial Reports | CONSENT
AGENDA
FINANCIAL
REPORTS |
| 1. Warrants – 0020, 0021 and 0022 | |
| 2. Treasurer’s Reports – None at this time | |
| 3. Extra Classroom Treasurer’s Reports – None at
this time. | |
| B. Personnel | PERSONNEL |
| 1. Instructional/Instructional Support Personnel
#673 as Recommended by Superintendent | |
| 2. Non-Instructional Support Personnel #672 as
Recommended by Superintendent | |
| C. Acceptance of Gifts and Authorization to Increase the
2016-2017 Budget | ACCEPTANCE OF
GIFTS, INCREASE
BUDGET |
| D. 2016-2018 GAPP Program – German Exchange
Program | GAPP PROGRAM |
| E. Corrective Action Plan as Required by Comptroller’s
Five-Point Plan Independent Audit for the Year Ending
June 30, 2016 | CORRECTIVE
ACTION PLAN |
| F. Designation of Official Depository for District Funds | OFFICIAL
DEPOSITORY |
| G. Internal Audit Report – Fixed Assets – Information
Technology | INTERNAL AUDIT
REPORT |
| H. Proposal to Fund 2010 Bus Purchase Reserve | BUS PURCHASE
RESERVE |
| I. Genet Elementary Grade 4 Field Trip to Ellis Island,
Statue of Liberty, and Liberty Science Museum on June
15, 2017 | FIELD TRIP-
GENET
ELEMENTARY |
| J. 2016-2017 District Wide Safety Plan | DISTRICT WIDE
SAFETY PLAN |
| K. Memorandum of Agreement with EGTA | MEMORANDUM
OF AGREEMENT
WITH EGTA |
| L. Acceptance of Bids for Bus Wash | ACCEPTANCE OF
BIDS FOR BUS
WASH |
| M. Financial Advisory Services Agreement | FINANCIAL
ADVISORY
SERVICES |

N. 2016-2017 Snow Removal D.P. Sutherland and Bus Garage

Be it Resolved, that upon the recommendation of the Superintendent, the Consent Agenda, with Addendums 11-M, 11-N, without #11-B-1, Instructional /Instructional Support Personnel #673, be approved as presented.

Moved by Ms. Curtin, Seconded by Ms. Taylor

Vote: Ayes – 7, Nays – 0

Motion carried.

**AGREEMENT
SNOW REMOVAL**

**CONSENT
AGENDA
APPROVAL**

12 New Business

- . None at this time.

NEW BUSINESS

13 Committee Reports

- . Mr. Edson reported that the Finance & Audit Committee met on September 29 to review the draft financial statements in anticipation of submission for the Board meeting. The Committee also reviewed an internal report on technology fixed assets, which was submitted as part of the Consent Agenda along with a corrective action plan. Mr. Edson said he is collecting information for the policy committee on a potential self-audit of the policy manual; the last major review was in 2006 by the New York State School Boards Association. Mr. Edson also reported that BRAC met with representatives from the Town of North Greenbush on October 17.

**COMMITTEE
REPORTS**

Mr. Buono thanked Mr. Edson for his work with the District's financial statements. He said the Technology Committee will be reviewing the internal auditor's report on IT fixed assets very carefully. Dr. Pampel said she will report on the Technology Committee at the next Board meeting.

Mr. Mann reported that the Safety Committee had presentations from Mr. Tooker on the new safety plan, a Synervoice update, and an update on a Safe Schools program held by Rensselaer County. Mr. Simons attended the meeting, and minutes have been issued.

Ms. Taylor said the Education Foundation is holding the Barrett Memorial Run on Saturday with assistance from the cross country team. Registration is at 8:00 a.m. with the race beginning at 9:00 a.m. The group also plans to sell mattresses on November 19 as a joint fundraiser with PTO groups.

Mr. Simons noted Education Commissioner MaryEllen Elia is presenting at Questar on October 22. Dr. Pampel plans to attend.

14 Public Forum

- . None at this time.

PUBLIC FORUM

15 Board Forum #2

- . None at this time.

BOARD FORUM

16 Executive Session

- . Motion by Mr. Buono and seconded by Ms. Taylor to enter into Executive Session to discuss negotiations and personnel.

Vote: Ayes – 7, Nays – 0

Motion carried.

Time: 9:24 p.m.

**EXECUTIVE
SESSION**

Respectfully submitted,

Darcy J. Mancino
District Clerk

16 Executive Session

- . The executive session began at 9:28 p.m. and ended at 10:16 p.m.

**EXECUTIVE
SESSION**

Return to public session at 10:16 p.m.

Be it Resolved, that upon the recommendation of the Superintendent, the Consent Agenda Item #11-B-1, Instructional /Instructional Support Personnel #673, be approved as presented.

Moved by Ms. Curtin, Seconded by Ms. Curran

Vote: Ayes – 5, Nays – 2 (Mr. Mann, Ms. Taylor)

Motion carried.

Adjournment

Motion by Ms. Taylor and seconded by Mr. Mann to adjourn the meeting.

Vote: Ayes – 7, Nays – 0

Motion carried.

Time: 10:17 p.m.

ADJOURNMENT

Respectfully submitted,

Karen Curran
Assistant Clerk