

**GROTON CENTRAL SCHOOL**  
**Groton, New York 13073**

**BOARD OF EDUCATION MEETING**

**DISTRICT MISSION STATEMENT**

*Groton's schools encourage the development of abilities and attitudes which will enable each student to achieve personal standards of excellence. We will provide a healthy, safe, and dynamic learning environment. We expect all of our students to graduate ready to become responsible and productive citizens of our global society.*

*~ July 9, 2007 ~*

*6:00-7:00 pm – Board Work Session - Policy*

*7:00 p.m. – Reorganizational Meeting*

**AGENDA**

Mary Walker, District Clerk, will serve as temporary chairman of the meeting pending the election of the President of the Board for 2007-08.

**1. CALL TO ORDER**

**2. ADMINISTRATION OF OATH**

A. Administer Oath of Faithful Performance in Office to Newly Elected Board Members

Linda Competillo  
Robert Miller

**3. REGULAR ITEMS**

- A. Quorum Check
- B. Assurance of Meeting Posting
- C. *Pledge of Allegiance*
- D. Review and Approval of Agenda
- E. Additional items after distribution of packet

**4. ELECTION OF OFFICERS**

- A. President of the Board
- B. Vice President of the Board
- C. Administer Oath of Faithful Performance in Office to above officers

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**5. DISCUSSIONS**

- A. Review Board of Education Meeting Times
- B. Review Board of Education Committees
- C. Review Recreation Representative and Legislative Liaison

**6. APPOINTMENT OF OFFICERS**

- A. Clerk of the Board
- B. Deputy Clerk
- C. District Treasurer
- D. Tax Collector
- E. Administer Oath of Faithful  
Performance in Office to above officers

Mary Walker  
Mary Ann Morse  
Sharon Shurtleff  
Mary Ann Morse

**7. OTHER APPOINTMENTS**

- A. Claims Auditor
- B. Internal Auditor
- C. School Physician
- D. School Attorney
- E. Census Enumerator
- F. Extra-Curricular Account Treasurers
- G. Attendance Officers
- H. Independent Auditor
- I. Records Access Officer
- J. Records Management Officer
- K. Asbestos Designee
- L. Health & Safety Officer
- M. Purchasing Agent
- N. Title IX & Compliance Officer
- O. Complaint Officers
- P. Appointment of Representative  
to Tompkins-Seneca-Tioga School Board  
Association Executive Committee
- Q. Appointment of Representative to Groton Youth Commission  
and Groton Recreation Department
- R. Appointment of Legislative Liaison
- S. Ad Hoc Communications Committee
- T. Audit Committee
- U. Appointment of Committee on Special Education (CSE)
  - Chairperson
  - Alternate Chairpersons
  - Psychologists
  - Parent Representatives
  - Alternate Parent Representative
  - Physician
  - Special Education Teachers
  
  - Regular Education Teachers
- V. Appointment of Preschool Committee on Special Education (CPSE)
  - Chairperson
  - Alternate Chairperson
  - Tompkins County Representative
  - Cayuga County Representative
  - Appointment of Evaluators
  
  - Parent Representative
  - Alternate Parent Representative

John Russell  
Gary Alger  
Dr. Peter Clark  
Coughlin & Gerhart, LLP  
Barbara Nelson  
Rebecca Scaglione, Debra VanZandt  
Barbara Nelson, Sherry Perreault, Teri Evener  
Ciaschi, Dieters-Hagen, Little, & Mickelson  
Sharon Shurtleff  
Sharon Shurtleff  
TST BOCES Health & Safety  
Randall Sovocool  
Sharon Shurtleff  
Sharon Shurtleff  
Connie Filzen, Eric Hartz  
Martha Smith

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Linda Competillo, Jeanne Petrella, Miriam Zubal  
All 2007-08 Board of Education members

Michelle Pronti  
Patricia Foster, Catherine Offen  
Patricia Foster, Catherine Offen  
Bruce Burlingame  
Nancy Bogardus  
Dr. Peter Clark  
All special education teachers and therapists  
employed by Groton Central School  
All regular education teachers employed by  
Groton Central School

Michelle Pronti  
Sandra Overhiser  
Jana Taylor  
Sue Barrette  
Franziska Racker Center, Gavras Center,  
Ithaca City School District, Mandel  
Therapy, High Peaks  
Bruce Burlingame  
Nancy Bogardus

- |  |                             |
|--|-----------------------------|
| W. - Surrogate Parent                                      | Heather Clark               |
| X. Independent Psychologists and/or Educational Evaluators | yes/no (attached)           |
| Y. Independent Hearing Officers                            | yes/no (handout at meeting) |
| Z. Independent Evaluation Fee                              | \$1,000 per evaluation      |

**8. DESIGNATIONS**

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|------------------------------|---|
| A. Official Bank Depository  | 1st National Bank of Groton                             |
| B. Regular Meetings          | 2nd & 4th Mondays (with exceptions on printed calendar) |
| C. Official Newspaper        | <i>Cortland Standard</i>                                |
| D. Hours for District Voting | Noon - 9:00 P.M.  |

**9. AUTHORIZATIONS**

- |   |   |
|---|---|
| A. To Certify Payrolls  | Sharon Shurtleff                              |
| B. To Establish Petty Cash Funds  |   |
| - Middle-High School  | \$100 - MS Principal responsible for fund     |
| - Elementary School   | \$100 - ES Principal responsible for fund     |
| - District Office   | \$100 - Business Manager responsible for fund |
| C. Designation of Signatures on Checks  | Sharon Shurtleff                              |
| D. Superintendent to apply for Federal Aid and Special Aid Funds                | yes/no  |
| E. Treasurer to loan from the General Fund to the Federal and Special Aid Funds | yes/no  |
| F. Treasurer to invest school district monies                                   | yes/no  |
| G. Grant Superintendent Authority to Request Medical Exam                       | yes/no  |
| H. Superintendent to approve staff attendance, with expenses, at conferences    | yes/no  |

**10. RESOLUTIONS**

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|--|--------|
| A. Approve Cooperative Bidding with Districts in the T-S-T BOCES and OCM BOCES for equipment, supplies, and contractual services | yes/no |
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**11. BONDS**

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|--|--------|
| B. Faithful Performance Blanket Bond for all persons and positions required by law | yes/no |
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**12. OTHER ITEMS**

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| A. Adopt Free & Reduced Price Meals Policy Statement     | yes/no (attached)                            |
| B. Approve 2007-08 Breakfast/Lunch Prices                | PreK-5 Breakfast           1.00              |
|  | 6-12 Breakfast           1.15                |
|  | PreK-5 Lunch           1.50                  |
|  | 6-12 Lunch           1.75                    |
|  | Reduce-price meals   .25                     |
| C. Adopt 2007-08 Tuition Rates for Non-Resident Students | K-6 - \$2,087.00                             |
|  | \$ 399.30 for family enrolled 03-04 or prior |
|  | 7-12 - \$ 3,025.00                           |
|  | \$ 805.26 for family enrolled 03-04 or prior |
| D. Establish Mileage Reimbursement Rate                  | prevailing IRS rate                          |

E. Approval Substitute Pay

Daily Rates

Certified Teacher - daily	84.00
Certified Teacher, Long-Term – daily 16-88 days (prearranged, consecutive days, same assignment)	156.00
Certified Teacher, 1 semester or more up to, but less than 1 year	Step A2 *
Uncertified Teacher - daily	74.00
(prearranged, consecutive days, same assignment)	
(prearranged, consecutive days, same assignment)	
Teaching Assistant w/Teaching Certificate	62.00
Teaching Assistant	60.00
Nurse - RN	84.00
Nurse - LPN	74.00
<u>Hourly Rates</u>	
Day Cleaner	8.00
Night Cleaner	8.25
Food Service Helper	8.00
Bus Driver	13.15
Teacher Aide	8.00
Secretary	8.50
Bus Attendant	8.50

F. Approval Base Starting Rates:

Hourly Rates

Nurse – RN	(annual) 21,400.00
Seasonal Worker	8.25
Census Taker	8.50
Tutors	
- Mandatory Instruction (single student)	24.50
- Mandatory Instruction, multiple students (2-5 students)	30.00

CSEA Minimum Starting Rates listed in CSEA Contract Agreement

\* Step A2 of the 2007-08 Salary Schedule is \$34,229.00

**12. ROUTINE BUSINESS**

- A. Approval of Minutes
  - 1. June 25, 2007
- B. Acceptance of Treasurer’s Report
  - 1. May 2007
- C. Summary of Executive Session – June 25, 2007
  - 1. CSE/CPSE Recommendations
  - 2. Employment History of a Specific Individual
  - 3. Legal Matter

**13. OPEN FORUM WITH COMMUNITY AND/OR STAFF**

- A. A brief open forum with community
- B. A brief open forum with staff and/or Association representatives

**14. PRESENTATIONS**

- A. Superintendent’s District Plan – 2007-09
- B. Code of Conduct – Eric Hartz

**15. STAFF and/or BOARD COMMITTEE REPORTS**

- A. Superintendent
  - 1. Facility Update
  - 2. Hiring Update
  - 3. Dr. Skorton
- B. Business Manager
  - 1. Tuition Rates
  - 2. Meal Prices
- C. Leadership Team (recognitions)

**16. BOARD PRESIDENT'S REPORT**

- A. Review and Sign Board of Education Protocol (attached)
- B. Review Work Session

**17. NEW BUSINESS**

- A. Approval of 2006-2009 Professional Development Plan
- B. Appointments
  - 1. 2007-08 High School Hall Monitors
    - a. Scott Weeks
    - b. Ed Dow
    - c. Babs Carr
    - d. Katrina Randall
  - 2. Co-Coordinator of My Grade Book
    - a. Stephanie Hume and Mike Molino
  - 3. Summer 2007 Driver Education Teacher – William Kulikowsky
- C. Resignation
  - 1. Julie Weldon, Teacher Aide, effective June 22, 2007
  - 2. Connie Murray, Keyboard Specialist (Elementary School Secretary), effective July 17, 2007
- D. Resolution to Create Senior Typist Position
  - 1. *RESOLVED, the 11-month, 8-hour/day position of Senior Typist is created, and the superintendent is authorized to hire the most qualified candidate from the certified list of eligible candidates provided by Tompkins County Civil Service, to fill the position.*
- E. Create Position of Secretary to the Principal – 8 hours/11 months
- F. Accept Bids
  - 1. Weight Room Equipment
  - 2. Piano

**18. CALENDAR ANNOUNCEMENTS**

**19. MEETING SUMMARY**

**20. EXECUTIVE SESSION**

*Our Executive Session is restricted by statute to specific topics (e.g., strategies for Negotiations, property acquisitions, employment history relating to specific individuals, et cetera). Motions for action must be done in public session. Minutes are not kept in Executive Sessions.*

- A. Employment History of a Specific Individual

**21. RECONVENE**

**22. ACTION(S) FOLLOWING EXECUTIVE SESSION** (if necessary)

**23. ADJOURN**