

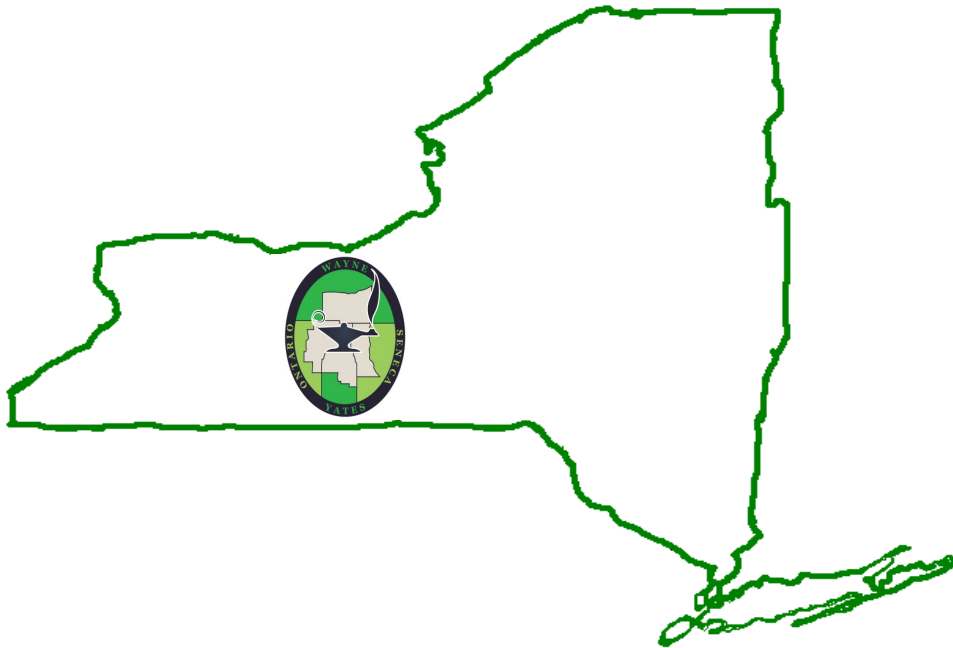
Four County School Boards Association

Annual Business Meeting

&

Dinner

Monday, May 20, 2019



Club 86

Geneva, New York

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May 20, 2019 Annual Meeting Agenda

Student Participation Art Work Contributions:

Bloomfield CSD, Canandaigua CSD, Dundee CSD, Gananda CSD, Honeoye CSD, Newark CSD, North Rose-Wolcott CSD, South Seneca CSD, Wayne CSD

Entertainment:

Canandaigua CSD Fiddle Club

Welcome

Pledge of Allegiance

Introduction of Guests

Dinner

Greetings From: NYSSBA President **Bill Miller**

Keynote Speaker:

Dr. Robert Ike, Superintendent of Palmyra-Macedon CSD

NYSCOSS Superintendent of the Year

Annual Business Meeting

Minutes of May 10, 2018 Annual Meeting: President **Beth Thomas**

Executive Director's Report: **Tom Nespeca**

Approve Bylaws changes

Nominating Committee Report & Election of Officers: Past President **Kathy Guenther**

Slate of Officers 2019-2020:

- ◆ President - **Robin Johnson** (Penn Yan BOE)
- ◆ First Vice President - **Russ Harris** (Newark BOE)
- ◆ Second Vice President - **Joe McNamara** (Seneca Falls BOE)

Incoming President's Remarks

Outgoing President's Reflection

Adjourn



BLOOMFIELD CANANDAIGUA DUNDEE GANANDA HONEOYE LYONS
 MANCHESTER-SHORTSVILLE MARCUS WHITMAN MARION NEWARK NORTH ROSE-WOLCOTT
 PENN YAN PHELPS-CLIFTON SPRINGS SENECA FALLS SODUS SOUTH SENECA
 WAYNE WAYNE-FINGER LAKES BOCES WILLIAMSON

ANNUAL MEETING
Thursday, May 10, 2018
MINUTES

The Four County School Boards Association held their Annual Dinner and Business Meeting on Thursday, May 10, 2018 in Geneva, New York. President Beth Thomas (Canandaigua) called the meeting to order at 6:30 p.m. Also in attendance were Second Vice President Russ Harris (Newark), Past President Kathy Guenther (Penn Yan), Legislative Committee Chair Heather Zellers (Seneca Falls) and Legislative Committee Vice-Chair Phyllis Frantel (Marcus Whitman). The following 13 member boards were represented: Bloomfield, Canandaigua, Gananda, Honeoye, Lyons, Marcus Whitman, Newark, North Rose-Wolcott, Penn Yan, Seneca Falls, South Seneca, Wayne, and Wayne-Finger Lakes BOCES.

After calling the meeting to order, President Thomas reported that we were pleased so many districts answered our call for student work. It was decided, with the amount of space at the Club, this year we could accommodate all who volunteered. She acknowledged and thanked the art teachers, superintendents, board clerks, and board members from Bloomfield, Marcus Whitman, Penn Yan, Phelps-Clifton Springs and Seneca Falls who helped to gather, transport, and set up the amazing display of student work. She complimented them on providing this wonderful example of the excellence and talent present in our Four County schools.

Beth welcomed all members and guests, led them in the Pledge of Allegiance and then introduced the evening's guests. They were: Marine Corps General Carol Mutter, Generations Bank President and CEO Menzo Case and his wife Sue; NYSSBA Director of Member Relations Barry Entwistle, and Genesee Valley School Boards Association Executive Director Tom Cox. She congratulated Tom on his coming retirement. She then acknowledged the business sponsors present: Russ Lawton, and Mike DiPerna (along with Mike's wife Karen (C and S); Ted DeVoe and Derek McManus (Day Automation), and not present, Hunt Engineers, Architects and Land Surveyors. She thanked them for their generous sponsorship throughout the year noting that, in addition to the Annual Meeting, they have supported the Facts and Figures Publication and the Upstate/Downstate Hospitality Suite at the NYSSBA Convention. Beth then recognized Four County Past Presidents who were in attendance, Jeanne Durfee (2002-04), Lynn Gay (1990-92), Ann Morgan (2011-13), and Kathy Guenther (2013-15).

Several members who were not seeking re-election were then thanked and presented certificates of appreciation for their commitment to school board service. Retiring this year and present for the evening were: Melissa Baxter (Seneca Falls), Mike DiPerna (South Seneca), and Jeanne Durfee, (Wayne-Finger Lakes BOCES).

Members and guests were then invited to enjoy dinner and conversation.

Following that dinner President Thomas introduced Heather Zellers to introduce the evening's guest speaker. Carol Mutter, US Marine Corps Three Star General was our keynote. General Mutter was actually introduced by Menzo Case, CEO of Generations Bank and founder of the 19K-5K Rite to Run. The race, held in Seneca Falls to support the Woman's Hall of Fame and honor the 19th amendment, was held on Saturday. Menzo met General Mutter when she was inducted into the Woman's hall of fame in September. He thought that she would be a perfect keynote for the race. Through his connection to Heather Zellers, he was gracious enough to share her with Four County! General Mutter spoke about the challenges of joining the Marines in 1967 when only 1% of the marines were women. She shared the conversation she had with the Bloomfield students earlier in the day where she assured them that TV is the most important part of life. No, she didn't mean television but rather Teamwork and Values.



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MANCHESTER-SHORTSVILLE MARCUS WHITMAN MARION NEWARK NORTH ROSE-WOLCOTT
PENN YAN PHELPS-CLIFTON SPRINGS SENECA FALLS SODUS SOUTH SENECA
WAYNE WAYNE-FINGER LAKES BOCES WILLIAMSON

ANNUAL MEETING

Thursday, May 10, 2018

MINUTES

Continued

Upon completion of the speaker's comments, a brief break was provided to allow guests to leave and then President Thomas called the Annual Meeting back to order. Executive Director Sharon Sweeney reflected on the past 23+ years as the Director and the 12 prior years as an active member. She noted the Annual written report available in hard copy or on the website and encouraged members to review it to appreciate the depth and breadth of activities, programs and services provided to the membership through-out 2017-18. She noted the coming change and her confidence that the membership would continue to work together to provide a smooth transition. In closing she recognized and thanked the officers and other members of the Steering Committee for their leadership and commitment to the vitality of Four County. Finally, she thanked the members for the opportunity to work with and for them for the total of 35 years that she has been involved with Four County.

Beth introduced Nominating Committee Chair and Past President Kathy Guenther (Penn Yan) to present the Slate of Officers and conduct the election for 2018-19. Kathy thanked the other members of the Committee, Cheryl Birx (Canandaigua), Phyllis Frantel (Marcus Whitman), and Ron Miller (Wayne) for their service. The Slate of Officers for 2017 – 2018: President - Beth Thomas (Canandaigua); First Vice President - Robin Johnson (Penn Yan); and Second Vice President - Russ Harris (Newark). She noted that the Committee recommended the slate be nominated for a third year to provide for smooth transition with the hiring of a new executive director. She then called for nominations from the floor. Jeanne Durfee (Wayne-Finger Lakes BOCES) nominated Phil Rose (Wayne-Finger Lakes BOCES). The nomination was seconded by Carla Boerman (Wayne). After calling for additional nominations and hearing none, she entertained a motion to close the nominations from Terrie Meyn (Wayne-Finger Lakes BOCES) that was seconded by Phyllis Frantel (Marcus Whitman) and approved. Nancy Scher (Wayne Finger Lakes BOCES) moved that the election be held by written ballot. The motion was seconded by Carla Boerman (Wayne) and, after some discussion, it was defeated. Kathy then invited candidates to make a statement and Presidential candidate Thomas noted the value of the smooth transition and the character of the successful team work that has existed with the current officers. She also reflected on the legacy of Association presidents ascending through the vice presidency as a healthy practice. The election was held with Beth Thomas receiving the majority of votes from the members present and voting. Nominating Chair Guenther then called for the vote on the First and Second Vice Presidents. They were elected with two abstentions.

The meeting was adjourned at 8:35 pm with a motion by Kathy Guenther (Penn Yan) that was seconded by Sheila Brown (Marcus Whitman) and unanimously approved.

Respectfully submitted,

Sharon A. Sweeney,
Executive Director



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FOUR COUNTY ANNUAL REPORT

The Four County School Boards Association has provided service since 1975 to school boards and school board members in Ontario, Seneca, Wayne, and Yates Counties. Membership for the 2018-2019 year was at 18 with one returning in January (Seneca Falls) bringing membership to 19 districts. Three districts (Clyde Savannah, Geneva, and Palmyra-Macedon) have signed up to join Four County SBA in July 2019. Throughout the year, the Association continued its tradition of providing leadership and support services to its member boards and board members. The Steering Committee, Board of Directors and the Legislative Committee, with input from the membership, held a series of programs to address topics of interest. These programs tapped local “experts” as well as those from around the state to provide an interesting array of speakers and topics. With the announcement of Tom Nespeca’s resignation at the end of the fiscal year, the Board of Directors also engaged in a number of activities regarding the future of Four County SBA and the path of the Association going forward.

STEERING COMMITTEE

The Steering Committee provided leadership and assisted in planning for the Association. The group is comprised of the Four County Officers, a Past President, the Treasurer and the Co-Chairs of the Legislative Committee. They met 2 times this year to assess needs, discuss direction for the Association, planning of the Four County SBA and Wayne-Finger Lakes BOCES CoSer, to assist in the budget development and to consider the future of the Association with the resignation of Executive Director Tom Nespeca planned for June 30, 2019.

The 2018-2019 year was guided by **President Beth Thomas** (Canandaigua), **First Vice President Robin Johnson** (Penn Yan), **Second Vice President Russ Harris** (Newark), **Past President Kathy Guenther** (Penn Yan), **Treasurer Sue Campbell** (Marcus Whitman), and **Legislative Committee Co-Chairs Bill Buchko** (Gananda), and **Robert Groom** (Lyons). It is a clear demonstration of the importance they place on the value and continued vitality of the Association. Their concern for the organization and one another provides for sound decision making and a smooth working relationship among Committee members and with the Executive Director. As always, they spent many hours, collectively and individually, often through personal sacrifice, on behalf of the Association and public education. Their contributions of time and energy enabled Four County to once again successfully meet the needs of the membership.

POLICY COMMITTEE ACTIVITIES

The policy committee met three times this year in efforts to align Policies with the Bylaws for clarity purposes. Some of the changes were very minor and others are in the process of being implemented. One item which will be considered and voted on at the Annual Meeting is to change bylaws regarding voting procedures at the Annual Meeting to one board one vote. The Vision, Mission & Goals was reviewed and worked on. A new Employee Policy was developed. The Sexual Harassment Policy was updated to meet New York State requirements. The Audit Committee Guidelines, Nominating Committee Guidelines Policy, Organizational Chart and Expense Reimbursement Policy were all reviewed and changes were made. The Committee agreed to establish a Steering Committee Guidelines Policy at their next meeting.



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BOARD OF DIRECTORS

With representation from every member board, the Board of Directors functions as the governing body of the Association. This group met 4 times to offer direction, accept the September 2018 and February 2019 Audit Reports, review financial activity, appoint committees (Policy and Bylaws, Nominating and Membership), approve the Slate of officers and the budget and dues for 2019-2020. They also reviewed the Action Plan that would move them forward towards becoming a CoSer with Wayne-Finger Lakes BOCES. With the coming resignation of **Executive Director Tom Nespeca**, they gave consideration to searching for someone to step in as Executive Director for the 2019-2020 fiscal year. The representatives engage in thoughtful discussion and provide sound decision making for Four County.

The Four County School Boards Association will become a Wayne-Finger Lakes BOCES CoSer following the same path as Section V Sports management; meaning Four County SBA will still be a stand alone 501C-6 Organization. Education and overall non-legislative services will be billed as a reimbursable service.

The Board of Directors offered the following programs, workshops and projects during 2018-2019:

GENERAL MEMBERSHIP PROGRAMS

- ♦ **“School Safety - A World Turned Upside Down” - Jay Worona, Deputy Executive Director, General Counsel & Director of Legal & Policy Services, New York State School Boards Association** (Attendees - 47, Member Districts - 13) **October 18, 2018**
- ♦ **“A Multi-faceted Approach to School Safety and Connectedness” - Jamie Farr - Canandaigua School Superintendent, Amy Wade - Canandaigua School Counselor, John LaFave - Canandaigua School Director of Student Support Services, Detective Nate Lawrence - City of Canandaigua Police Department** (Attendees - 33, Member Districts - 9) **December 6, 2018**
- ♦ **“Social and Emotional Learning (SEL) And The Mental Health Needs of Students” - Matt Cook, Newark School Superintendent** (Attendees - 48, Member Districts - 14) **January 29, 2019**
- ♦ **Newly Appointed District Superintendent at WFL BOCES - Dr. Vicky Ramos** Introduction and sharing of her background (Attendees - 43, Member Districts - 12) **April 2, 2019**
- ♦ **Annual Meeting - “Leadership Teams *for* a Change: The Successful Board-Superintendent Relationship” - Dr. Robert Ike, New York State Superintendent of the Year** (Registered– 66, Districts - 16) **May 20, 2019**



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WORKSHOPS

- ◆ **“New Board Member Get-Acquainted Dinner”** - Panel Presentation - June 18, 2018
(Attendees - 36, Member Districts - 12, Non-member Districts - 0)
- ◆ **Mandatory New School Board Member Governance Training** - September 8, 2018
(Attendees - 10, Member Districts - 6, Non-member Districts - 0)
- ◆ **Mandatory New School Board Fiscal Training “Fiscal Responsibility - The School Board’s Role”** Panel Presentation - November 10, 2018, (Attendees - 6, Member Districts - 5, Non-member Districts - 0)
- ◆ **Board Clerks’ Workshop** - November 29, 2018 (Attendees - 7, Member Districts 5, Non-member Districts - 2)
- ◆ **Presidents/Vice Presidents Dinner** - February 5, 2019 (Attendees -12, Member Districts-9)
- ◆ **Prospective School Board Member Seminar** - Panel Presentation – March 16, 2019
(Attendees - 5, Member Districts 5, Non-member Districts - 0)

PROJECTS

- ◆ Area 2 Proposed Resolutions Discussion - *September 29, 2018*
- ◆ Facts and Figures Publication - *Winter 2018/2019*
- ◆ Four County School Boards Association State Legislative Position Paper - *approved 1/29/19*
- ◆ Four County School Boards Association Federal Legislative Position Paper - *approved 1/29/19*
- ◆ Four County Board of Regents and Regulatory Position Statement - *approved 1/29/19*
- ◆ Four County School Boards Association Newsletter - “NEWSNOTES” - *1 issue - 10/2019*
- ◆ Upstate/Downstate Hospitality Suite - *NYSSBA Convention in New York City - October 25-27, 2018*
- ◆ Four County Sponsored Bus to New York City - *NYSSBA Convention - October 25, and 27, 2018*
- ◆ Upstate/Downstate Proposed Resolutions Discussion – *October 26, 2018*
- ◆ Four County School Boards Association Website – *Updated throughout the year*
- ◆ Four County School Boards Association Membership Directory – *Fall 2018*
- ◆ Four County School Boards Association and Wayne-Finger Lakes BOCES CoSer - *July 1, 2019*



LEGISLATIVE COMMITTEE

The Legislative Committee was Co-Chaired by **Bill Buchko** (Gananda) and **Robert Groom** (Lyons) for 2018-19. They held three workshops, during which they planned the Association's Legislative Calendar, updated the Association's legislative and regulatory positions, and addressed legislative and regulatory issues of primary concern to the membership. The format for the Federal paper was revised. All position papers were adopted by the Board of Directors on January 29, 2019 and sent to the appropriate legislative and regulatory bodies. This year **Executive Director Tom Nespeca** reached out to the Superintendent's Legislative Committee asking for their participation at a Four County Legislative workshop. **Superintendent Shawn Van Scoy** (Gananda) who is Chair of the Superintendent's Legislative Committee attended the January 12, 2019 FCSBA workshop to help develop a consistent message between both organizations to present to the Legislature. The dedication to this work by a core group of active representatives is demonstrated by their willingness to meet on Saturdays and evenings to thoughtfully consider issues for each of the position papers.

The Committee members participated in regional and state events and national events. As always, the Association worked closely with NYSSBA in the development of positions and responses to legislative proposals. Many thanks, especially to NYSSBA Governmental Relations staff members **Director Julie Marlette** and **Deputy Director Brian Fessler**, for their continued and valuable participation in these efforts.

Legislative Updates and Calls to Action were sent to Committee representatives, alternates, superintendents and the general membership to keep them informed and in contact with area legislators regarding educational issues.

Activities sponsored by the Committee and attended by Executive Director Tom Nespeca during 2018-2019 included:

- ◆ Area 2 Discussion of Proposed NYSSBA Resolutions - September 29, 2018
- ◆ Upstate/Downstate Discussion of Proposed NYSSBA Resolutions - October 26, 2018
- ◆ National School Boards Association National Advocacy Institute (NAI) Conference (Washington, DC) - January 27-29, 2019
- ◆ NYSSBA Capital Conference and State Lobby Day (Albany, NY) - February 10-11, 2019
Appointments with all Four County legislative Representatives were attended by Many Four County School Boards Association Members.



Area 2 Canandaigua Event 9/29/18



Cap Conference Albany 2/11/19



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COLLABORATIVE ACTIVITIES

The Four County School Boards Association continues to collaborate with other associations and educational agencies on projects of mutual interest. This collaboration ranges from forwarding notices of scheduled events, to attending meetings, assisting with arrangements, and providing financial support. Collaborative initiatives for 2018-2019:

- ◆ NYSSBA Summer Law Conference - Rochester, July 19, 2018
- ◆ Rural Schools Conference - Cooperstown, July 8-10, 2018
- ◆ NYSSBA New Board Training - Buffalo, July 24-25, 2018
- ◆ COLSBA/NYSSBA Staffs Meeting - Latham, August 14, 2018
- ◆ NYSSBA Board Officers Academy - Rochester, September 28, 2018
- ◆ Area 2 Discussion of NYSSBA Proposed Resolutions - Canandaigua, September 29, 2018
- ◆ NYSSBA Annual Convention - New York City, October 25-27, 2018
- ◆ Upstate/Downstate Hospitality Suite with other local SBA's - NYC, October 25-27, 2018
- ◆ Upstate/Downstate Resolutions Discussion with other local SBA's - NYC, October 26, 2018
- ◆ Superintendent Evaluation Workshop - Rochester, March 22, 2019

OFFICE AND STAFF

OFFICE

The Four County School Boards Association is in the process of becoming a CoSer of the Wayne-Finger Lakes BOCES. We will continue to rent office space, furniture, equipment, and receive support services along with usage of the kitchen facilities, copying, postage and other necessary supplies and services which are the result of this CoSer agreement. We are looking for a smaller office space as we will have access to the Conference Center for meetings, workshops, and training events.

CLERICAL STAFF

Sue Wyatt was hired in the summer of 2016. She has become an invaluable asset to the work of the Association. At the Board of Directors meeting on September 18, 2018 the Board voted to move Sue from a part time position to a full time position, which she happily accepted. At the January 17, 2019 Board of Directors meeting Sue's title was changed from Administrative Assistant to Coordinator of Member Services to better reflect her responsibilities and goals. Sue is positive, has tremendous interest and skills to learn, never watches the clock and is insightful and thoughtful in sharing her thoughts and observations. She is quick to respond to suggestions or requests and brings creativity to every task! Sue is flexible, willing to do whatever it takes to get the job done and has been a tremendous asset to the smooth transition of a new Executive Director.



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Executive Director's Report

As we approach the end of our association year, I want to provide a high-level recap of some of our accomplishments. I must also say farewell to Four County SBA as the Executive Director. As many of you know earlier this year, I was involved in an automobile accident that was more serious than I first realized. I fractured my sternum, which has since healed. However, I have some significant connective tissue damage, which my doctor advised me will take 8-10 months to completely heal. Due to this injury I am stepping down from my Executive Director position as of June 30, 2019.

As some of you might remember I began my affiliation officially with Four County SBA back in 2006 when I was elected to the NYSSBA Board of Directors as the Area 2 Director. Before that I had met several current and former Four County SBA members as part of the Federal Relations Network and the State Legislative Network assignments I was asked to participate in, by then Area 2 director Lynn Gay in 2000. So, my time here as Executive Director has been like coming home again.

When I accepted part time employment in the role of Executive Director this past year I was attempting to fill the shoes of someone who is a local legend and thought of with high regards state wide; with over 40 years of service as a school board member, a COLSBA (Coalition of Local School Boards Association) member and Four County SBA Executive Director, this was a tough assignment to say the least. To try to accomplish this I needed to gather information, so I went on an introduction and listening tour of both our member and non-member districts to help me learn about the association and to try re-build the membership level to its more robust days. With the help of a great Administrative Assistant Sue Wyatt and the terrific Officers we have, I was given the freedom to do just that.

This year I spent a vast majority of my time visiting the districts of the association to introduce myself and to listen. To me the visits were much more helpful than sending a survey as it allowed me to ask clarifying and follow up questions. In reviewing my notes, I found there were some common themes mentioned. As I formatted and shared this information, the Steering Committee, Policy Committee and the Board of Directors acted to put in place some of the clarifications and suggestions mentioned. During this process, we found that several of the suggested changes were partially or already in place and just needed to have a spotlight put on them.

At the end of the year I am happy to report that 4 districts have rejoined the association, one midway through the year and 3 more are rejoining on July 1, 2019. In addition, the Four County SBA will become a Cooperative Service of the Wayne-Finger Lakes BOCES starting on July 1, 2019 while retaining its "non for profit" 501-c6 status. By becoming a CoSer for the education portion of the association activities, approximately 62% of the membership cost, will be BOCES reimbursable to the member districts based on the districts reimbursement rate; lowering the net cost of association membership.

While serving as Executive Director, I also gained some amazing insight regarding the fantastic work that our "Coordinator of Member Services", previously Administrative Assistant, Sue Wyatt continues to do. Sue was made full time this past September and I will be the first to admit an overwhelming majority of the day to day Association work is handled by her, and an amazing job she has done.



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By Sue taking on the yeomen's share of the workload it allowed me to use my part time hours to conduct visits with the districts, work with the Officers to establish a CoSer with Wayne-Finger Lakes BOCES, make some suggestions for changes to the policy and by-laws committee for consideration and to read and assimilate the unbelievable amount of information that comes in from a plethora of sources. Reviewing this large information flow is needed to have an up to date understanding of the ever-changing world of K- 12 Education in NYS.

In closing I want to thank the Four County SBA Officers, the Board of Directors and the member districts for this wonderful opportunity to serve you as you serve our local communities, their school districts and the public-school children of New York State.

I wish you continued success and please know I will be staying through July and beyond on an as needed basis to help transition the newly selected Executive Director.

Thank you all, for this opportunity, it has truly been an honor to serve you.

Sincerely,

Tom Nespeca

Executive Director's Meetings and Activities

June 2018

13 New Board Member Get Acquainted Night (as guest)

July

8-10 Rural Schools Conference

August

8 District visit Penn Yan CSD

13 Steering Committee meeting

23 District visit W-FL BOCES

28 District visit Seneca Falls CSD

28 District visit South Seneca CSD

29 District visit Wayne CSD

30 District visit Marcus Whitman CSD

September

8 State Mandatory Governance Training

18 Board of Directors Meeting

17 District visit Victor CSD

25 Audit Committee Meeting

26 District visit Newark CSD

27 District visit Dundee CSD

29 Area 2 resolutions review meeting

October

18 General Membership Meeting October 18

25-27 Arranged Bus transportation for NYSSBA Convention and attended



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November

- 3 Bylaws and Policy Committee meeting
- 6 Legislative Committee meeting
- 7 District visit North Rose-Wolcott CSD
- 10 State Mandatory Fiscal Training
- 14 District visit Phelps-Clifton Springs CSD
- 29 Board Clerk Workshop

December

- 1 Bylaws and Policy Committee meeting
- 1 Legislative Committee meeting
- 4 District visit Canandaigua CSD
- 6 General Membership Meeting
- 11 District visit Lyons CSD
- 12 District visit Williamson CSD
- 12 District visit Naples CSD
- 12 Legislative Committee meeting
- 18 District visit Romulus CSD

January

- 7 District visit Marion CSD
- 10 District visit Waterloo CSD
- 17 Board of Directors Meeting
- 29 NSBA Federal Advocacy Trip and Office visits with Senator Gillibrand, Senator Schumer, Congressman Morelle, Congressman Reed, Congressman Collins and Congressman Katko

February

- 10 NYSSBA Capital Conference
- 11 NYSSBA Capital Conference Legislative Visits with Senator Funke, Senator O'Mara, Senator Helming, Assembly Minority Leader Assemblyman Kolb, Assemblyman Palmesano and Assemblyman Manktelow
- 19 Audit Committee Meeting

March

- 13 District visit Clyde-Savannah CSD
- 16 Prospective Board Member Seminar
- 16 Steering Committee Meeting
- 19 Board of Directors Meeting
- 23 State Mandatory Fiscal Training at Genesee Valley SBA Leroy NY
- 28 Bylaws and Policy Committee meeting

April

- 2 General Membership Meeting April 2
- 22 District visit Waterloo Board meeting April 22
- 23 Board President / Vice President Dinner Meeting April 23
- 25 District visit Red Creek CSD April 25
- 29 Board of Directors Meeting April 29

May

- 8 District visit Geneva May 8
- 20 District visit Bloomfield CSD May 20

June

- 12 Manchester - Shortsville CSD Scheduled June 12
- 18 New Board Member Get Acquainted Night June 18



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2019-2020 Four County SBA and BOCES Cooperative Service Budget

Salaries	86,200.00
Health Insurance	14,842.00
Dental	350.00
FICA	6,594.30
ERS	4,480.00
Wks. Comp	<u>550.00</u>
Total Salary & Benefits	113,016.30
Travel	5,000.00
Membership Travel	3,000.00
Postage	500.00
Supplies	800.00
Miscellaneous	1,600.00
O&M	7,000.00
Technology	3,500.00
Supervision	<u>2,000.00</u>
Total Non-Salary	23,400.00
Total Budget	\$136,416.30
Estimated Percent Aided:	62%



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Four County School Boards Association

VISION, MISSION & GOALS

Vision Statement

A respected and strong collective voice for excellence in public education

Mission Statement

The Four County School Boards Association will provide training, advocacy positions and opportunities to support and advance excellence in public education and promote the achievement of all students through effective governance.

Goals and Objectives

- 1. The Association will attract, develop, and retain effective local school board members by:**
 - a. Providing compelling programs and workshops on relevant topics
 - b. Conducting a seminar for prospective school board members
 - c. Conducting an orientation and providing additional opportunities for re-engagement for newly elected board members
 - d. Utilizing technology to communicate effectively
 - e. Providing networking opportunities

- 2. The Association will provide timely training and professional development opportunities of exceptional quality in a cost effective manner such as:**
 - a. State mandated governance training
 - b. State mandated fiscal training
 - c. Skill building workshops (e.g., advocacy workshop)
 - d. Keynote and guest speakers on relevant topics
 - e. Presentations on regional best practices and successful programs and initiatives

- 3. The Association will establish and maintain mutually beneficial partnerships by:**
 - a. Expanding our knowledge of organizations with similar values, interests, and goals
 - b. Seeking opportunities for collaboration with other associations and organizations
 - c. Developing and supporting common positions related to advocacy
 - d. Identifying and participating in events sponsored by collaborative associations and organizations

- 4. The Association will positively impact legislative, regulatory, and other constituent groups by:**
 - a. Educating individual members and boards regarding legislative/regulatory issues impacting education
 - b. Increasing the number of individuals and boards involved in advocacy and legislative issues which impact education
 - c. Authoring, adopting, and sharing the Association's positions regarding legislative and regulatory issues
 - d. Attending lobbying events locally and in Albany
 - e. Creating opportunities for member boards to connect with legislators and members of other agencies that impact their decision making

5. The Association will inform boards of relevant and emerging issues and trends in public education through:

- a. Maintaining a library of resources
- b. Featuring presenters at Association meetings and dinners
- c. Publishing a newsletter
- d. Providing links and emails related to emerging issues and resources
- e. Using various forms of social media and maintaining an effective, current website

6. The Association will strive for a high level of membership satisfaction to:

- a. Increase Association membership (ever mindful of cost)
- b. Increase the number of events based on member needs and interests
- c. Increase participation of local boards in Association events and meetings
- d. Create an environment where members feel valued, welcomed, and heard

Adopted: May 29, 1990

Revised: February 2, 1995

Revised: 2001/2002

Revised: September 2014

Revised: November 2016

Revised: April 29, 2019



Four County School Boards Association

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Email: 4countysba@edutech.org Web site: www.fourcountysba.org

2017-2018 Audit Committee Report

After reviewing the financial records and procedures of the Four County School Boards Association for the 2017-2018 school year we would suggest consideration of the following comments:

1. We were pleased to see that the position of Treasurer has been added to the association. We feel that this additional position, where the person is not an employee of the association, will add a needed layer of oversight.
2. The budget document that is shared with the Board at all meetings is also a commendable addition. We would encourage the association to consider adding an additional column entitled "Adjusted Budget". This will allow for more accurate monitoring of anticipated expenditures and revenues throughout the year.
3. Although we did not have written policies to review, our conversation led us to believe that policies should be added in reference to:
 - Comped meals at meetings – It's our understanding that the director, administrative assistant, and guest speakers do not pay for their dinners. If this is the intent of the Board, it should be reflected and defined in a policy.
 - Travel expenses – If employees or members are to be compensated for travel expenses, there should be a policy that defines the parameters.
4. It is our understanding that the administrative assistant does not have a written contract, or Terms and Conditions of Employment. We recommend that a written agreement be executed to define salary and benefits.
5. We recommend that an audit committee meet a minimum of three times throughout the year to review random samples of various financial documents.
6. It is important to note that nothing in our conversation or review of documents led us to believe that there have been any improprieties. However, in an effort to increase transparency and accountability, we feel that the addition of the above recommendations would be advantageous.

2017-2018 Audit Committee

Joe Delforte - Board of Education Member (Canandaigua)

Robert Magin - Assistant Superintendent for Business and Operations (North Rose- Wolcott)

Sue Campbell - Four County Treasurer - Board of Education Member (Marcus Whitman)



Four County School Boards Association

TO: Board of Directors

FROM: Audit Committee

RE: ANNUAL AUDIT FOR FISCAL YEAR 2019

We have examined the records supporting the attached cash position of the Association as of 12/31/18 and have verified the transactions for the year then ended back to the underlying bank record evidence. We are pleased to report that the record maintenance is in good order and that the cash position as reported is correct.

Respectfully submitted,

DATE: 2/19/19

Sue Campbell
Treasurer - Sue Campbell

Bob Magin
Bob Magin

Joe Delforte
Joe Delforte

FOUR COUNTY LEADERSHIP AND AD HOC COMMITTEES 2018-2019

Steering Committee

President Beth Thomas (Canandaigua)
First Vice President Robin Johnson (Penn Yan)
Second Vice President Russ Harris (Newark)
Past President Kathy Guenther (Penn Yan)
Treasurer Sue Campbell (Marcus Whitman)
Legislative Co-Chair Bill Buchko (Gananda)
Legislative Co-Chair Robert Groom (Lyons)

Audit Committee

Sue Campbell FCSBA Treasurer, (Marcus Whitman BOE), *Assistant to the Vice President for Finance and Administration at Hobart and William Smith College*

Joe Delforte (Canandaigua BOE), *Controller in the Office of Business at FLCC*

Robert Magin (North Rose-Wolcott CSD) *Assistant Superintendent for Business & Operations*

Membership Committee

Second Vice President Russ Harris - Chair (Newark)
Pam Nakoski (Bloomfield)
Chuck Rothfuss (Gananda)
Robin Johnson (Penn Yan)

Nominating Committee

Past President Kathy Guenther - Chair (Penn Yan)
Sheri Scherbyn (Phelps-Clifton Springs)
Ron Miller (Wayne)
Lynn Gay (Wayne-Finger Lakes BOCES)

Policy & Bylaws Committee

President Beth Thomas - Chair (Canandaigua)
Cheryl Birx (Canandaigua)
Eric DeTaeye (Newark)
Robin Johnson (Penn Yan)
Mary Church (South Seneca)
Terri Meyn (Wayne-Finger Lakes BOCES)
Caroline Jackson (Williamson)



BLOOMFIELD CANANDAIGUA DUNDEE GANANDA HONEOYE LYONS
 MANCHESTER-SHORTSVILLE MARCUS WHITMAN MARION NEWARK NORTH ROSE-WOLCOTT
 PENN YAN PHELPS-CLIFTON SPRINGS SENECA FALLS SODUS SOUTH SENECA
 WAYNE WAYNE-FINGER LAKES BOCES WILLIAMSON

Board of Directors

President Beth Thomas (Canandaigua)
First Vice President Robin Johnson (Penn Yan)
Second Vice President Russ Harris (Newark)
Past President Kathy Guenther (Penn Yan)

Bloomfield Delegate - **Pam Nakoski**
 Bloomfield Alternate - **James Spelman**

Canandaigua Delegate - **Cheryl Birx**
 Canandaigua Alternate - **Megan Personale**

Dundee Delegate - **Doug Hammond**

Gananda Delegate - **Chuck Rothfuss**
 Gananda Alternate - **Bill Buchko**

Honeoye Delegate - **Keith Stumbo**
 Honeoye Alternate - **Andrea Badger**

Lyons Delegate - **Rena Reed**
 Lyons Alternate - **Robert Groom**

Manchester-Shortsville Delegate - **Jennifer Speers**
 Manchester-Shortsville Alternate - **Kristin Gray**

Marcus Whitman Delegate - **Sheila Brown**
 Marcus Whitman Alternate - **Phyllis Frantel**

Marion Delegate - **Michele Kuelling**

Newark Delegate - **Eric DeTaeye**
 Newark Alternate - **Russ Harris**

North Rose-Wolcott Delegate - **Lynda Eygnor**
 North Rose-Wolcott Alternate - **Ed Magin**

Penn Yan Delegate - **Robin Johnson**
 Penn Yan Alternate - **David Willson**

Phelps-Clifton Springs Delegate - **Sheri Scherbyn**
 Phelps-Clifton Springs Alternate - **Ryan Davis**

Sodus Delegate - **Laura Steffler Alampi**

South Seneca Delegate - **Kathreen Lavarnway**
 South Seneca Alternate - **Mary Church**

Wayne Delegate - **Ron Miller**

Wayne-Finger Lakes BOCES Delegate - **Terrie Meyn**
 Wayne-Finger Lakes BOCES Alternate - **Lynn Gay**

Williamson Delegate - **Jamie Sonnevile**
 Williamson Alternates - **Caroline Jackson &
 Angela DeFisher**

Legislative Committee

Co-Chair Bill Buchko (Gananda)

Co-Chair Robert Groom (Lyons)

Caroline Nevil (Bloomfield)

Scott Layton (Bloomfield)

Cheryl Birx (Canandaigua)

Robert Neu (Dundee)

Chuck Rothfuss (Gananda)

Keith Stumbo (Honeoye)

Andrea Badger (Honeoye)

Karissa Blamble (Lyons)

Jennifer Speers (Manchester-Shortsville)

Kristin Gray (Manchester-Shortsville)

Phyllis Frantel (Marcus Whitman)

Michele Kuelling (Marion)

Russ Harris (Newark)

Rebecca Vermeulen (Newark)

Linda Eygnor (North Rose-Wolcott)

Ed Magin (North Rose-Wolcott)

Robin Johnson (Penn Yan)

Leslie Elliott (Penn Yan)

Ryan Davis (Phelps-Clifton Springs)

Sheri Scherbyn (Phelps-Clifton Springs)

Laura Steffler Alampi (Sodus)

Mary Church (South Seneca)

Jennifer Schoene (Wayne)

Phil Rose (Wayne-Finger Lakes BOCES)

Mike Ellis (Wayne-Finger Lakes BOCES)

Jamie Sonnevile (Williamson)

Caroline Jackson (Williamson)



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 WAYNE WAYNE-FINGER LAKES BOCES WILLIAMSON

PROGRAMS AND PANEL PARTICIPANTS

Mandated Governance Training 9/8/18

President Beth Thomas (Canandaigua)

Patrick Burk, Executive Director, Genesee Valley Schools Boards Institute

Dr. Marla Iverson, Assistant Superintendent for School Improvement, Wayne-Finger Lakes BOCES

Tom Nespeca, Four County SBA Executive Director

Scott Bischooping, Deputy Superintendent, Wayne-Finger Lakes BOCES

Sara Visingard, Harris Beach PLLC

Mandated Fiscal Training 11/10/18

President Beth Thomas (Canandaigua)

Robert Magin (North Rose-Wolcott Assistant Superintendent for Business & Operations)

Tom Nespeca, Four County SBA Executive Director

Michael J. DeBadts, CPA, Principal - Raymond F. Wager, CPA, P.C. a Division of Mengel
Metzger Barr & Co. LLP

Thomas C. Zuber - Raymond F. Wager, CPA, P.C. a Division of Mengel Metzger Barr & Co. LLP

Seminar for Prospective School Board Members Panel 3/16/19

First Vice President Robin Johnson (Penn Yan)

Second Vice President Russ Harris (Newark)

Past President Kathy Guenther (Penn Yan)

Treasurer Sue Campbell (Marcus Whitman)

Heather Bachman (Manchester-Shortsville)

Superintendent Jeramy Clingerman (Marcus Whitman)

Heather Zellers (Seneca Falls)

New School Board Member Get Acquainted Evening 6/18/18 (36 Attendees)

Sharon Sweeney - Four County SBA Retiring Executive Director

Tom Nespeca - Four County SBA Newly Appointed Executive Director

President Beth Thomas (Canandaigua)

Jen Schneider (Canandaigua)



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BUSINESS SPONSORS

Thank you to the following businesses for their generous support of 2018-2019 Programs and Projects through contributions of funds and/or time:

The Bonadio Group (Facts & Figures)

C& S Companies (Facts & Figures, Upstate/Downstate Hospitality Suite, Annual Meeting, Name Tag Lanyards, Sharon's Retirement Party)

Campus Construction Management (Facts & Figures)

Club 86 Party House (Facts & Figures)

Day Automation (Facts & Figures, Annual Meeting)

The Ferrara Firm (Facts & Figures)

Finger Lakes Community College (Facts & Figures)

Harris Beach, LLP (Facts & Figures, Mandated Governance Training, Prospective Board Seminar)

Hunt Engineers, Architects Surveyors (Facts & Figures, Annual Meeting)

LaBella Associates, PC (Facts & Figures)

Leonard Bus Sales, Inc. (Facts & Figures)

Monroe Community College (Facts & Figures)

New York Schools Insurance Reciprocal (NYSIR) (Facts & Figures)

Reliant Community Credit Union (Facts & Figures)

SEI Design Group (Facts & Figures)

St. John Fisher College (Facts & Figures)

SUNY Brockport (Facts & Figures)

Turner Construction (Facts & Figures)

Raymond F. Wager, CPA, P. C. A Division of Mengel, Metzger, Barr & Co., LLP
(Facts & Figures, Fiscal Training)



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