

Four County School Boards Association

*Annual Business Meeting
&
Dinner*

Monday, May 23, 2016



*Belhurst Castle
Geneva, New York*

TABLE OF CONTENTS

2016 Annual Meeting Agenda3

Minutes of 2015 Annual Meeting (May 18, 2015) 4-5

Executive Director’s Annual Report

 The Steering Committee 6-7

 The Board of Directors 8-10

 General Membership Programs8

 Association Workshops8

 Association Projects.....8

 The Legislative Committee.....9

 Collaborative Activities10

 The Office and Staff.....10

 The Executive Director 11-12

Four County SBA Mission Statement.....14

2015-2016 Budget.....15

2015-2016 Dues Assessments.....16

2015-2016 Audit Committee Report17

Executive Director’s Meetings & Activities..... 18-20

Committee Rosters.....21

2015-2016 Officers, Board of Directors, & Committees..... 22-23

2015-2016 Business Sponsors.....24

Annual Meeting Agenda



WELCOME AND PLEDGE

President **Kathy Hart**
(Victor BOE)

INTRODUCTION OF GUESTS

President **Kathy Hart**

STUDENT PARTICIPATION

Display of Student Work:

Canandaigua City School District

Student Musical Performance:

Victor Central School District

DINNER

ANNUAL BUSINESS MEETING

Minutes of May 18, 2015 – **Kathy Hart**

Executive Director's Report – **Sharon Sweeney**

Nominating Committee Report & Election of Officers – **Kathy Guenther**

Slate of Officers 2016-2017

- President – **Beth Thomas** (Canandaigua BOE)
- First Vice President – **Robin Johnson** (PennYan BOE)
- Second Vice President – **Caroline Nevil** (Bloomfield BOE)

Incoming President's Remarks

Outgoing President's Remarks

KEYNOTE SPEAKER

Commissioner MaryEllen Elia
New York State Commissioner of Education

ANNUAL DINNER AND BUSINESS MEETING

Monday, May 18, 2015

MINUTES

The forty first Annual Dinner and Business Meeting of the Four County School Boards Association was held on Monday, May 18 in Geneva, New York. President Kathy Guenther (Penn Yan) called the meeting to order at 6:30 p.m. Also in attendance were:

The following __ districts were represented

Students from the Penn Yan CSD provide a display of student art work. Kathy thanked them and Art Department Director _____ for this wonderful example of the excellence in our Four County Schools. She then introduced the Bloomfield _____ to entertain the members and their guests with their musical talent. She thanked the students and their director _____. President Guenther then welcomed all and led the Pledge to the Flag. Guests in attendance were: Keynote speaker Greg Ahlquist, 2013 NY Teacher of the Year and his wife _____, _____ NYSSBA _____, and Nick Maslyn (sp), friend of Administrative Assistant Sarah Sarkar. She also introduced and thanked representatives from the sponsoring businesses: _____. Kathy introduced Four County past presidents who were present:

Following dinner, President Guenther called the Annual Business Meeting to order. She referenced the minutes from the 2014 Annual Meeting which are printed in the Annual Report and were approve by the Board of Directors at their September 2014 meeting. Kathy then introduced Executive Director Sharon Sweeney to present her Annual Report. Sharon noted that, as always, the full report is available and several copies on each table and also on the Association website. She congratulated the organization on 41 years of service and thanked the membership for their continuing support through the good and bad times. She recognized the challenging nature of school board work and the many ways that Four County supports that work. Sharon recognized and thanked the members of the Steering Committee who provide so much time and dedication to Four County. President Guenther then introduced Nominating Committee Chair Jeanne Durfee (Wayne-Finger Lakes BOCES) to provide the Nominating Committee Report and conduct the Election of Officers. Jeanne reported that other members of the Nominating Committee were _____. She then presented the 2015-2016 Slate of Officers: President Kathy Hart (Victor), First Vice President Beth Thomas (Canandaigua), and Second Vice President Caroline Nevil (Bloomfield). After a call for nominations from the floor, and hearing none, the nominations were closed with a motion by Kathy Guenther (Penn Yan) that was seconded by Pam Nakoski (Bloomfield) and unanimously approved. The presented Slate of Officers for 2015-16 was unanimously approved with a motion by Barb Rokow (Geneva) that was seconded by Joe McNamara (Seneca Falls). Jeanne congratulated Kathy Hart and invited her to the podium. Kathy thanked the membership for her election and offered her remarks to remind members of the support available through Four County and encourage their active participation which is the cornerstone of the health of Four County. She then invited Kathy Guenther to join her and presented her with a gift in demonstration of the organization's appreciation for the leadership provided. Kathy Guenther thanked the membership and encouraged continued support for and participation in Four County.

Kathy G then introduced keynote speaker Greg Ahlquist who provided a spirited presentation on Mindset – the work of Carol Dweck and her book by the same title. Through examples from his own experience – personally and professionally, he demonstrated the benefits of an “open mindset” and the inhibiting impact of a “closed mindset”.

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Sharon A. Sweeney,
Executive Director

EXECUTIVE DIRECTOR'S ANNUAL REPORT 2015-2016 ASSOCIATION YEAR

The Four County School Boards Association has provided service for forty-two years to school boards and school board members in Ontario, Seneca, Wayne, and Yates Counties. We began the 2015-2016 year with eighteen school boards as members and by the spring had increased to 20. Members were pleased to welcome both the Manchester-Shortsville and Waterloo Boards back to membership. Throughout the year, the Association continued its tradition of providing leadership and support services to its member boards and board members. Work on the review of the Vision, Mission and Goals continued with a focus on review of the goal statements that are in the process of revision at this writing. Once again, the contacts that have been made brought an unexpected source of additional income to the Association. A reach-out from Rural Schools Executive Director and Four County friend David Little led to income from processing his payroll through the Four County office. 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.

STEERING COMMITTEE

The Steering Committee provided leadership and assisted in planning for the Association. The group is comprised of Four County officers, the Immediate Past President, Committee Chair and Vice Chair people, as well as former officers who were appointed by the President to join the group. They met six times to assess needs, discuss direction for the Association, assist in budget development, evaluate the executive director, and assist in the establishment of her annual goals. They also met once with Regents Brown and Norwood. As in previous years, these dedicated members provided sound and thoughtful leadership and gave above and beyond in time and creativity to benefit the Association and their colleagues who are its members.

The 2015-2016 year was guided by the capable leadership of **President Kathy Hart** (Victor), **First Vice President Beth Thomas** (Canandaigua), **Second Vice-President Caroline Nevil** (Bloomfield), immediate **Past President Kathy Guenther** (PennYan), **Legislative Committee Chair Bill Buchko** (Gananda), Legislative Committee Vice-Chair **Robin Johnson** (PennYan), and Presidential Appointees **Jeanne Durfee** (Wayne-Finger Lakes BOCES), **Russ Harris** (Newark) and **Chuck Rothfuss** (Gananda). The dedication of each and every member of this group is tireless and their commitment truly inspiring. It is a clear demonstration of the importance they place on the value and continued vitality of the Association. Their team spirit and concern for the organization and one another provides for very 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.

Kathy Hart (Victor) is completing her first, and as it turns out, her only, year as Association President. Previous service includes one year as First Vice President, and one year each as Chair and Vice Chair of the Legislative Committee. Kathy has been active with the Steering Committee and attended Legislative Committee meetings when possible. In her role as President, Kathy chaired meetings of the Steering Committee and the Board of Directors' and presided at General Membership events. She has participated in the Vision, Mission, and Goals Review process, moderated the Prospective Board Member Seminar Panel, and the Mandatory New Board Orientation and Fiscal Training Seminars. She also facilitated the Presidents' and Vice Presidents' Round-Table discussions. Kathy represents Four County to the Council of Local School Boards Associations (COLSBA). Kathy is a member of her Victor Board's Policy Committee and is also a member of

the District's Inquiry Program Advisory Committee. Kathy did not seek re-election to the Victor Board of Education and so will not complete a second year in the Presidency.

Beth Thomas (Canandaigua) is completing her first year as First Vice President. Previously she served as Vice Chair of the Legislative Committee. She was active with the Steering Committee and represented her board to both the Board of Directors and Legislative Committees. In addition to serving her Canandaigua Board as Vice President, she chairs their Policy Committee.

Caroline Nevil (Bloomfield) is completing her third year as Second Vice President. She has previously served as Chair and Vice-Chair of the Legislative Committee. Caroline has been active with the Steering Committee, the Legislative Committee and attended Board of Directors' Meetings. Beyond Four County, she currently serves as a member of her Bloomfield Board, is on the Board of the Bloomfield Cooperative Nursery School, and volunteers weekly in the Bloomfield Elementary School.

Bill Buchko (Gananda) is completing his second year as Chair of the Legislative Committee. In that role he facilitated the Position Paper writing process and chaired all meetings of the Committee. Bill attended the local meetings with Four County area legislators. Currently their Vice President, he serves on his Gananda Board's Facilities Committee and is a youth lacrosse coach and Cub Scout leader.

Kathy Guenther (Penn Yan BOE) is completing her first year as the Immediate Past President. She has previously served the Association for two years as president, and one year each as First and Second Vice President. Kathy has been the chair and for one year the Vice Chair of the Program Planning Committee. She is serving as Vice President of the Penn Yan Board of Education and is a member of her Board's Code of Conduct, Building, Policy and Safety Committees, as well as the Quality Instruction Council. She is active in her community, serving as a volunteer and member of the Board at Millie's Pantry - a not-for-profit that raises funds for children in need in Yates County. Money raised purchases food for the Weekend Backpack Program which provides food for the weekend. They also provide a back pack filled with school supplies at the beginning of the year.

Jeanne Durfee (Wayne-Finger Lakes BOCES) continues to serve with the Steering Committee at the request of the president. She has been an active member of the Steering Committee since her appointment as Legislative Committee Chair in 1998. She has served the Association as both President and Vice President and a number of years as the most recent past-president. She has also served as Chair and Vice Chair of the Legislative Committee. A member of the Wayne-Finger Lakes BOCES Board of Education, she serves on the Board's Audit and Policy Committees and as a member of their Shared Decision Making Team.

Chuck Rothfuss (Gananda) is completing his third year as a Presidential Appointee to the Steering Committee. Past service includes one year as Second Vice President and one year as Vice Chair of the Program Planning Committee. He has been active with the Steering Committee and is his Board's representative to the Board of Directors. Chuck has also served as a member of the Nominating Committee for the past two years. In addition he is a member of the Gananda Board's Negotiations and Public Relations Committees.

Russ Harris (Newark) is completing his first year as a Presidential Appointee to the Steering Committee. With the Newark Board's return to Four County membership, Russ once again became an active member. In past years he was active and served on the Steering Committee. Russ has attended Legislative Committee meetings, been active with the Steering Committee and the Board of Directors. Russ chaired the FCSABA Audit Committee. He currently services as the Vice President of the Newark Board and is a member of their Policy Committee and was their voting delegate at the NYSSBA Business meeting.

BOARD OF DIRECTORS

With representation from every member board, the Board of Directors functions as the governing body of the Association. They began 2015-2016 by re-affirming the Association's Mission and Goals (page 14) and approving an Action Plan to move them forward. This group met four times to offer direction, accept the 2014-2015 Audit Report (page 17), designate depositories, review financial activity, appoint committees, re-appoint the Executive Director, and approve the budget and dues for 2016-2017. The representatives engage in thoughtful discussion and provide sound decision making for Four County. The Board of Directors offered the following programs and projects during 2015-2016:

GENERAL MEMBERSHIP PROGRAMS

- ◆ **“School Community Connections Enhance Seneca Falls CSD School Program”**—**Superintendent Bob McKeveny, Board President Joe McNamara, Board Member Heather Zellers, Principal Andy Doell, Teacher Diane Cappellino**, (Attendees – 47, Member Districts –14)
- ◆ **“A Conversation with Regent Wade Norwood”**—**Wade Norwood, New York State Board of Regents** (Attendees-61, Member Districts-16)
- ◆ **“2016 Legislative Priorities and Activities”**—**David A. Little, Esq., Executive Director, Rural Schools Association of New York** (Attendees-43, Districts 16)
- ◆ **“What Works”**—**Bloomfield: Standards Based Reporting, Canandaigua: Using Data to Improve Curriculum and Instruction, Penn Yan: A Summer Food Program** (Attendees—29, Member Districts—12)
- ◆ **Annual Dinner and Business Meeting**—Keynote Speaker—**MaryEllen Elia**, New York State Commissioner of Education and President of the University of the State of NY. (Attendees--85 Member Districts-16)

WORKSHOPS

- ◆ **“New Board Member Get-Acquainted Dinner ”** – Panel Presentation – June 18, 2015 (Attendees – 33, Member Districts –11, Non-member Districts--3)
- ◆ **Mandatory New School Board Member Orientation** – September 1, 2015 (Attendees -11, Member Districts -6, Non-member Districts- 4)
- ◆ **Presidents’/Vice Presidents’ Dinner** –November 17, 2015 (Attendees – 18, Member Districts – 11)
- ◆ **Board Clerks’ Workshop** – January 28, 2016 (Attendees – 15, Member and Non-member Districts-14)
- ◆ **Prospective School Board Member Seminar** – Panel Presentation – March 19, 2016 (Attendees – 5, Member Districts – 4)
- ◆ **Mandated Fiscal Training Seminar** – “Fiscal Responsibility – The School Board’s Role” – February 6, 2016 (Attendees – 10, Member Districts – 7, Non Member Districts—2)

PROJECTS

- ◆ Area 2 Proposed Resolutions Discussion – *October 3, 2015*
- ◆ Facts and Figures Publication – *Winter 2016*
- ◆ Four County School Boards Association State Legislative Position Paper – *approved 2/2/2016*
- ◆ Four County School Boards Association Federal Legislative Position Paper – *approved 2/2/2016*
- ◆ Four County White Paper on Regulatory Issues – *approved 2/2/2016*
- ◆ Four County School Boards Association Newsletter – “NEWSNOTES” – *5 issues*
- ◆ Upstate/Downstate Hospitality Suite – *NYSSBA Convention in NYC – October 18-19, 2015*
- ◆ Upstate/Downstate Proposed Resolutions Discussion – *October 19, 2015*
- ◆ Four County School Boards Association Website - *Spring 2016*
- ◆ Four County School Boards Association Negotiators’ Breakfasts – *June 9, 2016*
- ◆ Four County School Boards Association Membership Directory – *Fall 2015*

LEGISLATIVE COMMITTEE

Bill Buchko (Gananda) chaired the Legislative Committee for the second year. He was ably assisted by Vice-Chair **Robin Johnson** (Penn Yan). They held two meetings and five workshops, during which they planned the Association's Legislative Calendar, accepted lobbying assignments, developed the Association's legislative and regulatory positions, and addressed legislative and regulatory issues of primary concern to the membership. All position papers were adopted by the Board of Directors and sent to the appropriate legislative and regulatory bodies. The dedication to this work by a core group of active representatives is demonstrated by their willingness to meet on five Saturdays to thoughtfully consider issues for each of the position papers.

The Committee members participated in regional and state events and supported the participation of Four County Representatives to the National School Boards Association's National Advocacy Institute. They sponsored a general membership program with **David Little** (Executive Director of the Rural Schools Association of NYS), during which they engaged the participants in a discussion of issues and strategies for advocacy. As always, the Association worked closely with NYSSBA in the development of positions and responses to legislative proposals, and participated in their Capital Conference and Lobby day in Albany. Committee members held meetings with area legislators in their local offices in the fall and will continue the contact through spring and summer. Many thanks, especially to NYSSBA Governmental Relations staff members **Director Julie Marlette** and Representatives **Greg Burke** and **Brian Fessler**, for their continued and valuable participation in these efforts. **David Little** and **Greg Burke** each spent a Saturday morning meeting with the Legislative Committee to assist with the Position Paper process. They are impressed with Four County members' commitment to knowledge about the issues and advocacy activities.

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 during 2015-2016 included:

- ◆ Steering Committee Meeting with Regents T. Andrew Brown and Wade Norwood—September 14, 2015
- ◆ Area 2 Discussion of Proposed NYSSBA Resolutions – October 3, 2015
- ◆ Upstate/Downstate Discussion of Proposed NYSSBA Resolutions – October 19, 2015—facilitated by Four County Steering Committee Member Russ Harris (Newark)
- ◆ Local Meetings with Four County Legislators—November, December 2015
- ◆ General Membership Meeting with Wade Norwood—December 1, 2015
- ◆ General Membership Meeting—speaker David A Little (Executive Director Rural Schools Association) with audience participation in identification of issues and advocacy strategies
- ◆ National School Boards Association National Advocacy Institute (NAI) Conference (Washington, DC) – June 12-14, 2016 will be attended by Executive Director Sharon Sweeney who will join NYSSBA board members and others in meeting with area Congressional Representatives
- ◆ NYSSBA Capital Conference and State Lobby Day (Albany, NY) – February 28-29, 2016

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 2015-2016:

- ◆ NYSSBA Summer Law Conference—Rochester, July 9, 2015
- ◆ Rural Schools Conference – Cooperstown, July 12-14, 2015
- ◆ NYSSBA New Board Training—Buffalo, July 17-18, 2015
- ◆ NYSSBA Leadership Conference – Rochester September 18, 2015
- ◆ Statewide School Finance Consortium Workshops - September 17, 2015 and November 10, 2015
- ◆ Area 2 Discussion of NYSSBA Proposed Resolutions – Canandaigua, October 3, 2015
- ◆ NYSSBA Annual Convention – NYC, October 18-20, 2015
- ◆ Council of Local School Boards Associations (COLSBA) – New York City, October 19, 2015; Albany, February 28, 2016
- ◆ Upstate/Downstate Hospitality Suite with other local SBA’s – NYC, October 18-19, 2015
- ◆ Upstate/Downstate Resolutions Discussion with other local SBA’s – October 19, 2015

OFFICE AND STAFF

OFFICE

The Four County School Boards Association continues its contractual arrangement, which was renewed this spring for the next 5 years, with the Wayne-Finger Lakes BOCES for office space, furniture, equipment, and support services. The office is located in the Eisenhower Building, which houses the administrative offices for BOCES, at the Regional Support Center in Newark, New York. Convenient access to conference rooms, kitchen facilities, copying, postage, and other necessary supplies and services are the result of this contractual agreement. Some are available on a fee-for-use basis and others are simply available when not in use by others.

We share office space with the professional and support staff for the Technical, Career, and Continuing Education Department. The working environment is friendly and mutually supportive as is true of the relationship with the entire BOCES staff. The opportunity to interact with others engaged in supporting public education is beneficial to both organizations.

This summer the actual location within the BOCES complex will change and the Four County offices will move to new space that is larger and offers some ability to host meetings and workshops within that suite of offices. It will move across the parking lot from the Eisenhower Building to the Maple Building. There will be easy access from the outside directly into the Four County outer office. (No more stapler “door stop” to prop!)

CLERICAL STAFF

We are once again settling in with administrative support. Sarah Sarkar will complete two years as the Four County Administrative Assistant in August 2016. The smooth transition has become smooth operations in the office. Sarah is an easy, calm presence often offering thoughtful suggestions for smoothing or streamlining operations. As noted last year, she is politically astute and interpersonally savvy—her human resources background brings valuable experience to the office. It was Sarah’s knowledge and comfort with the necessary processes for set up that facilitated our ability to assure David Little and the Rural Schools Board that we could process his payroll. This ability has brought \$3900.00 of additional non-dues income to Four County. Sarah’s organizational ability keeps her on top of the office schedule and has program materials ready well in advance of the programs and workshops they support. We expanded the hours to 32 which has enabled the office to

catchup and keep up this year. She is flexible and willing to attend most Four County meetings and events. Through Sarah's ability we have finally launched the new website and will continue with work on a Facebook page for Four County.

EXECUTIVE DIRECTOR

Once again we come to the close of another year and as always, it seems only yesterday we were involved in this same exercise. The value of Four County has again been validated by the return to membership of two more boards – having had two rejoin during 2015-2016 as well. After welcoming both Newark and North Rose-Wolcott back to the Association last year, we were happy to welcome Manchester-Shortsville and Waterloo this past spring. That brings membership at the close of 15-16 to 20 – the strongest we have been in a number of years. All other members remained. (We have, however, been notified that Victor will be leaving for the 16-17 year.) From my 30 + year perspective as your Director for the past 20 and a very active member for a dozen years prior, I can report that, while attendance at general membership events is not at an all-time high, involvement and participation in the Board of Directors and the Legislative Committee have never been stronger. Many boards attend and all engage in the deliberations, and decision making discussions. This engagement has extended to the review of the Association Vision, Mission and Goals that has been ongoing (and should wrap up this spring). All of those are signs that Four County continues to be an importance resource for its member boards and board members. As in the past, we made every effort to provide support, topical and timely information, and to assist with the all-important advocacy effort. A review of the programs, projects, and committee events contained in this report will demonstrate how this was accomplished.

As your Executive Director, with the able assistance of Administrative Assistant Sarah Sarkar, I continued to plan and coordinate all Association activities and programs, author the newsletter (NEWSNOTES), and news releases, serve as recording secretary for most meetings, manage office operations, and assist in the development of the annual budget. I participated in a number of programs and events beyond Four County that allowed me to expand and share my knowledge base as well as make contacts for the Association.

I am grateful to the many others who make my job easier and help to make it so enjoyable – the Association officers and other members of the Steering Committee; Four County Superintendents and their faithful secretaries; our board clerks; the staff at NYSSBA; my colleagues in our sister organizations; and all of the Four County members who respond to surveys, attend programs, serve on committees, and give so generously of their time and talents on behalf of the organization. I would particularly like to thank the NYSSBA governmental relations staff for the many ways they support our legislative effort and David Little of the Rural Schools Association. My performance as your Executive Director is enhanced by the cooperation and generosity of these many fine volunteers and professionals.

I was again active with the Council of Local School Boards Associations (COLSBA), continuing to serve as a member of their Steering Committee. In that role, the other members of the COLSBA Steering Committee and I worked closely with NYSSBA staff to review and update the agreement that exists between the two organizations. It is this agreement that spells out the relationship that should/does exist between the State Association and the many local associations across New York State. (Many of you may not be aware that local/regional school boards associations are a uniquely New York phenomenon.) The collaborative relationship between Four County and the other two local associations in our area (Genesee Valley and Monroe County) has never been stronger. I have continued to be active with the Statewide School Finance Consortium and attendance the New York State Council of School Superintendents (NYSCOSS) fall conference which provides connection with our chief school officers and other administrators in our member districts. The Executive Directors of other local associations and I met again with key NYSSBA staff to talk about issues of mutual concern and strategies to serve our members better through collaboration.

As in past years, the Association offered a wide array of programs. Two of our general membership events featured programs that “work” in member districts. The Legislative Committee again invited David Little (Executive Director of the Rural Schools Association of New York) to share his extensive knowledge as an Albany “insider” and then engaged the members in a discussion of legislative issues and advocacy strategies. We strengthened our relationship with the local representatives to the New York State Board of Regents through informal meetings with the Steering Committee and then a General Membership evening with Regent Wade Norwood. We again offered our state-approved mandatory Governance and Fiscal Responsibility training programs with the generous cooperation of many of our district and professional “friends”. (See the listing of these generous folks on page 24.) Those who participate continue to support the value of the face-to-face format and the binder of resources offered to our participants. We agreed to help a friend in need when David Little reached out to find help with the processing of his payroll through the Rural Schools Association. Our ability to agree to assist with this process has netted us additional income and a closer relationship with David who is an invaluable resource to the Association and to its members.

And so we come to the close of a very successful year. The preparation of this report forces a looking back over the year and always yields the bird’s eye view. Programs and events have received positive evaluations and comments. Ownership by the membership and the leadership has never been stronger as demonstrated by attendance at and participation in the Steering Committee, Board of Directors’ and Legislative Committee meetings and workshops. At least a dozen members of the Legislative Committee met on five Saturday mornings – beginning at 8:00 a.m. – to consider position papers and plan advocacy activities!!

The ability to come together to share concerns and learn from one another; the opportunity to gain strength from the knowledge that we are in this together – that I may have a problem and you may have a solution; that together we have a bigger, stronger voice to be heard by others who control much of our destiny; the opportunity to gain knowledge and enhance skill continues to be the force, the glue that holds Four County together.

The challenges come and the challenges go – it is the nature of the business of public education where nothing is static. Four County members and Four County are nothing if not resilient. The obstacles come, but the focus does not waiver (though many would seek to distract us) from the main thing – which is “keeping the main thing the main thing” and diligently working to preserve and enhance the quality of programs offered to the children in our area. Thinking “out-of-the-box”, sharing what can be shared, advocating for what must be changed, have all been part of the effort to “watch” our members’ backs, while moving forward for our students. We will continue to serve as a high level resource so that we can continue to meet these challenges as we carry on our forty-two year tradition of service to the fine folks who are the school board members in our Four County School Boards Association.



Four County School Boards Association

Sharon A. Sweeney
Executive Director

131 Drumlin Court
Newark, NY 14513
315/332-7294
315/332-7474 FAX
4countysba@edutech.org
<http://www.4csba.org>

Vision, Mission & Goals

Vision Statement (Adopted 9/2014)

We are a strong collective voice for excellence in public education

Mission Statement (Adopted 9/2014)

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

Goals and Objectives (Currently under review)

1. The Association will attract, develop and retain effective board members
 - a. To provide compelling programs and workshops on relevant topics
 - b. To conduct a seminar/workshop for prospective school board members
 - c. To conduct an orientation for newly elected board members.
 - d. To utilize technology to communicate effectively
 - e. To provide networking opportunities designed to stimulate interest in membership

2. The Association will positively impact/influence legislative, regulatory, and other constituent groups
 - a. To educate individual members and boards regarding legislative/regulatory issues impacting education
 - b. To encourage individual members and boards to be more active/involved with legislative issues impacting education
 - c. To establish Association positions regarding legislative and regulatory issues

3. The Association will build and maintain supportive coalitions
 - a. To expand knowledge, skill and influence by working cooperatively with other agencies, groups, and organizations

4. The Association will engage in a process of continuous improvement
 - a. To convene an ad hoc committee to create an improvement process and the necessary tools for implementation

**FOUR COUNTY SCHOOL BOARDS ASSOCIATION
2015-2016 BUDGET**

INCOME	
Dues	\$101,469.00
Interest	300.00
Miscellaneous	5,000.00
TOTAL INCOME	\$110,669.00
EXPENSES	
Conferences	
Director	\$6,057.00
Membership	3,839.00
Director's Travel	
	\$3993.00
Miscellaneous	
	\$1000.00
Office	
Duplication	\$1,000.00
Phone/Fax	1940.00
Postage	500.00
Rent	1,000.00
Software/Technology	1,000.00
Supplies	800.00
Personnel	
Bonding Insurance	\$260.00
Disability Insurance	140.00
State Unemployment Insurance	350.00
Health Insurance	4800.00
Payroll	
Salaries	\$68,651.00
Taxes	5,355.00
Workers' Comp.	\$550.00
Program	\$1,850.00
Publications	
Facts & Figures	\$1,179.00
Newsletter	500.00
Resources/Sub	500.00
TOTAL EXPENSES	\$105,264.00

Four County School Boards Association

2015-2016 Dues

District	Dues
WFL BOCES	5637
Bloomfield	4414
Canandaigua	8888
Dundee	4242
Gananda	4494
Geneva	6800
Honeoye	4357
Marcus Whitman	5380
Marion	4383
Newark	6653
North Rose-Wolcott	5157
Penn Yan	5581
Phelps-Clifton Springs	5756
Seneca Falls	5070
Sodus	5147
South Seneca	4546
Victor	8079
Wayne	6884

TOTAL

\$101,469



Four County School Boards Association

131 Drumlin Court
Newark, NY 14513
315/332-7294
315/332-7474 FAX
Email:
4countysba@edutech.org

Sharon A. Sweeney
Executive Director

Four County School Boards Audit 9/2015

Previous year's recommendations: (2014)

- Provide the Board of Directors and Steering Committee with support/detail for the reports they receive
- Note on each agenda that the back-up reports/data are available. Create a folder for providing these documents to those Board/Committee members who choose to review them.
- Investigate old open invoices

We found that all recommendations were adapted and review of open invoices we found all old invoices were properly credited or adjusted.

In reviewing the 2014-15 financial records, receipts and bank reconciliation we found everything to be in good order.

Recommendations for 2015

Review the Financial policy and procedures insuring they meet current practice. Submit the policy and any revisions to the steering committee and board for their review.

Develop policy and procedures for reserve funds that state purpose of reserve fund as well as the amount authorized. Possibly create sub categories and have funding levels for each category i.e. Office equipment replacement, Membership stabilization funds, and workers compensation.

Executive Director's Meetings and Activities July 2015-2016

Date	Event	Location
July		
1	NYSSBA Webinar	Newark
12-14	Rural Schools Conference	Cooperstown
9	COLSBA Meeting	Latham
21	FCSBA Steering Committee Meeting	Newark
22	NYSSBA Webinar	Newark
August		
12	Meeting with Steve Vigliotti, Supt. North Rose-Wolcott CSD	NRW
18	FCSBA Steering Committee Meeting	Newark
20	Meeting with Kelly Houck, Supt. Dundee CSD	Dundee
24	Meeting with Howard Dennis, Supt. Penn Yan CSD	Penn Yan
26	Meeting with Kathy Hart, FSCBA President	Newark
27	Meeting with Matt Frahm, Supt. Naples CSD	Naples
27	Meeting with Mathis Calvin, Supt. Wayne CSD	Wayne
September		
3	FCSBA Steering Committee	Newark
9	FCSBA Audit Committee Meeting	Newark
10	Meeting with Jamie Farr, Supt. Phelps-Clifton Springs	Phelps
12	FCSBA Mandatory New Board Orientation Seminar	Newark
14	FCSBA Steering Committee meeting with Regents	Rochester
17	Statewide Finance Consortium Forum	Newark
18	NYSSBA Leadership Conference	Rochester
22	FCSBA Board of Directors' Meeting	Newark
27-29	NYSCOSS Fall Leadership Seminar	Saratoga Springs
October		
1	GVSBA General Membership Meeting	Batavia
3	Area 2 Resolutions Discussion	Canandaigua
6	FCSBA General Membership & Legislative Meeting	Geneva
13	FCSBA Steering Committee	Newark
18-20	NYSSBA Annual Convention and Business Meeting	NYC
18-20	Upstate/Downstate Hospitality Suite	NYC
20	COLSBA Meeting	NYC
20	Upstate/Downstate Proposed Resolutions Discussion	NYC
29	FCSBA Vision Meeting	Newark
31	FCSBA Legislative Position Paper Workshop	Newark
November		
7	FCSBA Legislative Position Paper Workshop	Newark
10	Statewide Finance Consortium Forum	Newark
19	Meeting with Beth Thomas, FCSBA President	Canandaigua
21	FCSBA Legislative Position Paper Workshop	Newark

Date	Event	Location
December		
1	FCSBA Board of Directors' Meeting	Geneva
1	FCSBA General Membership Meeting	Geneva
5	FCSBA Legislative Position Paper Workshop	Newark
9	Meeting with Senator Mike Nozzolio	Newark
10	NYSSBA Legislative Priorities Webinar	Newark
12	NYSSBA Winter Law Conference	Greece
14-15	NYS Regents Meeting	Albany
15	Meeting with NYSSBA re: COLSBA agreement	Latham
16	Meeting with Minority Leader Brian Kolb	Geneva
18	Meeting with Assemblyman Bob Oaks	Newark
18	State Aid Workshop	Newark
January 2016		
14	Meeting with Senator Funke	Fairport
16	FCSBA Legislative Position Paper Workshop	Newark
19	FCSBA Steering Committee Meeting	Newark
21	NYSSBA Budget Analysis Webinar	Newark
27	Meeting with Senator O'Mara/Assemblyman Palmesano	Bath
28	Board Clerks Workshop	Newark
February		
2	FCSBA Joint Board of Directors'/Legislative Committee Mtgs.	Geneva
2	FCSBA General Membership Meeting	Geneva
4	Meeting with Beth Thomas, FCSBA Vice President	Canandaigua
6	FCSBA Mandatory Fiscal Training	Newark
28-29	NYSSBA Capital Conference	Albany
March		
1	FCSBA Vision Mission Goals Meeting	Newark
7	Waterloo BOE Meeting	Waterloo
16	Lunch Meeting with Commissioner Mary Ellen Elia	Spencerport
19	Meeting with Kathy Hart, FCSBA President	Newark
19	Prospective School Board Member Seminar	Newark
22	FCSBA Board of Directors Meeting	Geneva
22	FCSBA General Membership Meeting	Geneva

Date	Event	Location
April		
5	NYSSBA Budget Webinar	Newark
5	Meeting with Russ Harris	Newark
5	FCSBA Nominating Committee Meeting	Newark
7	FCSBA Steering Committee Meeting	Newark
8-10	NSBA Conference	Boston
12	W-FL BOCES Annual Meeting	Newark
20	Meeting with Sean Phelan from Hunt Engineers	Palmyra
22	Paper Ballot Workshop—Ferrara Firm	Newark
25	FCSBA Board of Directors Meeting	Waterloo
27	Victor Community Leaders Breakfast	Victor
May		
16	Meeting with Beth Thomas	Newark
23	FCSBA Annual Meeting	Geneva
June		
7	FCSBA Vision, Mission, Goals Meeting	Newark
9	FCSBA Negotiators Breakfast	Newark
12-14	NSBA National Advocacy Institute	Washington, DC
TBA	Meetings with Legislators locally or Albany	Area legislative offices
20	FCSBA New Board Get Acquainted Night	TBA
21	FCSBA Steering Committee Meeting	Newark

COMMITTEE ROSTERS

District	Board of Directors	Legislative Committee
Bloomfield	Del: Pam Nakoski Alt : Jim Spelman	Del: Caroline Nevil Alt: Cheryl Nichols
Canandaigua	Del: Beth Thomas	Del: Beth Thomas Alt: Cheryl Birx
Dundee	Del: James Koehler Alt: James Hill	Del: James Hill Alt: James Koehler
Gananda	Del: Chuck Rothfuss	Del: Bill Buchko
Geneva	Del: Josie Guard Alt: Amy Sellers	Del: Mike Ellis
Honeoye	Del: Keith Stumbo	Del: Keith Stumbo
Marcus Whitman	Del: Sheila Brown	Del: Phyllis Frantel
Marion	Del: Michele Kuelling	Del: Michele Kuelling
Newark	Del: Russ Harris	Del: Rebecca Vermeulen Alt.: Tom Ledbetter
North Rose Wolcott	Del: Ed Magin Alt: Lucinda Collier	Del: Ed Magin Alt: Lucinda Collier
Penn Yan	Del: Kathy Guenther Alt: Jeff Morehouse	Del: Robin Johnson Alt: Jeff Morehouse
Phelps-Clifton Springs	Del: Laura Cirone Alt: Kim Skellie	Del: Dave Knitter Alt: Ryan Davis
Seneca Falls	Del: Joe McNamara Alt: Greg Walsh	Del: Bill Reigel
Sodus	Del: Laura Steffler Alampi	Del: Laura Steffler Alampi
South Seneca	Del: Mike DiPerna Alt: Kathreen Lavarney	Del: Mary Church
Victor	Del: Tim De Lucia Alt: Debbie Palumbo-Sanders	Del: Tim DeLucia Alt: Trisha Turner
Wayne	Del: Ron Miller	Del: Ron Miller
Wayne-Finger Lakes BOCES	Del: Terrie Meyn Alt: Mike Ellis	Del: Lynn Gay Alt: Terrie Meyn

FOUR COUNTY LEADERSHIP, PROGRAM, And AD HOC COMMITTEE PARTICIPANTS

FOUR COUNTY LEADERSHIP 2015-2016

OFFICERS

Kathy Hart, President (Victor BOE)
Beth Thomas, 1st Vice President (Canandaigua BOE)
Caroline Nevil, 2nd Vice President (Bloomfield BOE)

STEERING COMMITTEE MEMBERS

Kathy Guenther, Immediate Past President (PennYan BOE)
Bill Buchko, Legislative Committee Chair (Gananda BOE)
Robin Johnson, Legislative Committee Vice-Chair (PennYan BOE)
Jeanne Durfee, Appointed Steering Committee Member, (WFL BOCES BOE)
Chuck Rothfuss, Appointed Steering Committee Member, (Gananda BOE)
Russ Harris, Appointed Steering Committee Member (Newark BOE)

AUDIT COMMITTEE

Russ Harris, Chair, Vice President Newark BOE
Joe DeForte, Member, Canandaigua BOE
Ron Miller, President Wayne BOE
Bill Reigel, Seneca Falls BOE

NOMINATING COMMITTEE

Kathy Guenther, Chair, Four County Immediate Past President (Vice President, Penn Yan BOE)
Chuck Rothfuss, Gananda BOE, Steering Committee, Four County SBA
Josie Guard, President, Geneva BOE
Kathy Metcalfe, Vice President, Marion BOE
Phil Rose, Member, Wayne-Finger Lakes BOCES BOE

SEMINAR FOR PROSPECTIVE SCHOOL BOARD MEMBERS PANEL

Kathy Hart, Moderator, Victor BOE, Four County President
Cheryl Birx, Canandaigua BOE
Melissa Baxter, Seneca Falls BOE
Jeremy Clingerman, Superintendent, Marcus Whitman CSD
Robin Johnson, Penn Yan BOE, Four County Legislative Committee Vice Chair
Sara Visingard, Attorney, Harris Beach, PC

COUNCIL OF LOCAL SCHOOL BOARDS ASSOCIATIONS

Kathy Hart, FCSBA President, Victor BOE
Sharon Sweeney, Executive Director, Four County School Boards Association
(Member COLSBA Steering Committee)

FISCAL RESPONSIBILITY
“The School Board’s Role”
Mandatory Fiscal Oversight Training

Kathy Hart, Moderator, Victor BOE, Four County President
Robert Magin, School Business Administrator, North-Rose-Wolcott CSD
Kathryn Barrett, CPA, Director, Freed Maxick & Battaglia CPA, PC
Sharon Sweeney, Executive Director, Four County SBA
Ray Wager, CPA, Share Holder, Raymond F. Wager, CPA, P. C.

NEW SCHOOL BOARD MEMBER GET ACQUAINTED EVENING

Kathy Hart, Moderator, Victor BOE, Four County President
Robin Johnson, PennYan BOE
Grace Simmonds, Honeoye BOE
Mike Ellis, Geneva BOE/WFL BOCES BOE
Beth Thomas, Canandaigua BOE
Sharon Sweeney, FCSBA Executive Director

MANDATORY NEW SCHOOL BOARD MEMBER ORIENTATION

Kathy Hart, Moderator, Victor BOE, Four County President
Marla Iverson, Assistant Superintendent for School Improvement, Wayne-Finger Lakes BOCES
Barb Schoonerman, Board Clerk, Marion CSD
Sharon Sweeney, FCSBA Executive Director
Scott Bischooping, District Superintendent, Wayne-Finger Lakes BOCES
Ron Mendrick, Esq., Attorney Consultant
Bill Buchko, Gananda BOE, Legislative Committee Chair FCSBA
Michaela Perotto, Esq., The Ferrara Firm
Tom Cox, Executive Director, Genesee Valley School Boards Association

AREA 2 REPRESENTATIVES TO NEW YORK STATE SBA (NYSSBA)
COMMITTEES/EVENTS

Pam Nakoski (President Bloomfield BOE) – NYSSBA Distinguished Service Award Committee
Commissioner’s Round-Table
Russ Harris (Vice President Newark BOE) – December 18, 2015
Beth Thomas (Vice President Canandaigua BOE)—December 18, 2015

BUSINESS SPONSORS

Thanks to the following businesses for their generous support of 2015-2016 Programs and Projects through contributions of funds and/or time:

Ashley McGraw (Facts & Figures)
The Bonadio Group (Facts & Figures)
C& S Companies (Facts & Figures & Upstate/Downstate Hospitality Suite, Annual Meeting)
Campus Construction Management (Facts & Figures)
Clark Patterson Lee (Facts & Figures)
Club 86 Party House (Facts & Figures)
Day Automation (Facts & Figures, Annual Meeting)
The Ferrara Firm (Facts & Figures, New Board Orientation)
Finger Lakes Community College (Facts & Figures)
Freed, Maxick, & Battaglia, CPA, P.C. (Fiscal Training)
H&R Block (Facts & Figures)
Harris Beach, LLP (Facts & Figures)
Harter Secrest & Emery, LLP (Facts & Figures)
Hunt Engineers, Architects Surveyors (Facts & Figures, Annual Meeting)
LaBella Associates, PC (Facts & Figures)
Leonard Bus Sales, Inc. (Facts & Figures)
Mach Architecture (Facts and Figures)
Monroe Community College (Facts & Figures)
Municipal Solutions, Inc. (Facts & Figures)
New York Schools Insurance Reciprocal (NYSIR) (Facts & Figures)
Reliant Community Credit Union (Facts & Figures)
St. John Fisher College (Facts & Figures)
Turner Construction (Facts & Figures)
Raymond F. Wager, CPA, P. C. (Facts & Figures, Fiscal Training)
Wegman's (Facts & Figures)