

**Delaware Academy Central School District at Delhi
Regular Meeting of the Board of Education (Monday, October 26, 2020)
Virtual and In-Person Meeting**

Members Present: Elizabeth Huneke, Tammy Neumann, Seth Haight, Lucy Kelly, Sean Leddy, Kimberly Shephard, and James R. Tucker Jr.

Opening of Meeting:

A. Call to Order:

President, Elizabeth Huneke called the Regular Meeting of the Board of Education to order with the Pledge of Allegiance at 5:06 p.m.

Enter Executive Session:

On a motion made by Lucy Kelly, seconded by Tammy Neumann, the Board of Education entered into executive session to discuss the employment history of particular employees, with no action to be taken. The Board entered executive session at 5:07 p.m.

Leave Executive Session:

On a motion made by Lucy Kelly, seconded by Tammy Neumann, the Board of Education left executive session at 5:50 p.m.

Call to Order, Open Session:

President, Elizabeth Huneke called the open session to order with the Pledge of Allegiance at 6:01 p.m.

Presentations:

A. FFA 2020 National Superior Chapter Award, Tina Miner-James, Mark Kline, Lindsey Wright.

Mrs. Tina Miner, James, reported that the Delaware Academy FFA Chapter was presented the National Superior Chapter Award at the National FFA Convention. Lindsey Wright and Brooklyn Knox, put together appropriate activities last year that rivaled what other chapters were doing in the state. As a result they decided to apply for the superior chapter award that goes out for state judging. Delaware Academy was ranked tenth in the state, and went on to national competition. This summer they were told that they were awarded a one-star level superior chapter award. Mrs. Miner-James explained that less than two percent of all the chapters in the United States are awarded this award. Mrs. Miner-James thanked the Board members for everything they do to support the FFA.

Ms. Lindsey Wright, FFA President, gave a brief statement regarding the process for the award. She thanked the Board of Education for their support.

The Board thanked Mrs. Miner-James, Ms. Wright, and Mr. Kline for their presentation.

B. Present a Proclamation for the 200th Anniversary of Delaware Academy, Assemblyman, Brian Miller.

Assemblyman, Brian Miller thanked the Board of Education members for their dedication to the school district. He presented a 200th Anniversary Proclamation to the Board of Education. He explained that it was the intent to present the proclamation during the 2020 graduation ceremony, but due to the Covid pandemic, the presentation was delayed. Assemblyman Miller wished the district well.

The Board thanked Assemblyman Miller for attending the Board meeting.

C. 2020 Utica National School Excellence Safety Award, Kurt Mable.

Mr. Kurt Mable of the Robert Mable Agency, and representative of the Utica National Group, presented the 2020 Utica National School Excellence Safety Award. The award is handed out annually to schools that participate in safety awareness and emergency planning. Delaware Academy has participated in the program for many years, and this year, they continued to receive the platinum level award. This is the highest level award a district can receive. Mr. Mable thanked the district for their continued safety practices. He thanked the Board of Education for their service to the district.

The Board thanked Mr. Mable for presenting the award to the district.

D. Comprehensive School Counseling Plan, Michelle Cleveland, Matt Albright, Anne Gregory and Alexander Chase.

The Delaware Academy school counselors presented the Comprehensive School Counseling Plan for the district. A copy of the plan is available on the website.

The Board thanked Mrs. Cleveland, Mr. Albright, Mrs. Gregory, and Mr. Chase for their presentation.

E. Annual Audit Report, Cwynar and Company.

Mr. Stan Cwynar of Cwynar and Company presented the annual audit report for the fiscal year ending June 30, 2020. The Board will review the fiscal report prior to the November Board of Education meeting, then it is anticipated they will take action to accept the report as submitted.

The Board thanked Mr. Cwynar for his report.

Public Comments:

A. The Public may address the Board.

President, Elizabeth Huneke opened the floor for public comments. There were no public comments.

Board of Education Recognition:

President, Elizabeth Huneke called a fifteen-minute recess at 6:40 p.m. President, Elizabeth Huneke called the meeting back to order at 6:55 p.m.

Routine Matters:

A. Approve Minutes of the Regular Meeting Held on September 28, 2020.

On a motion made by Kimberly Shephard, seconded by Sean Leddy, the Board of Education approved the Minutes of the Regular Meeting of the Board of Education held on September 28, 2020, as submitted. There were no questions, comments, or discussion, and the motion carried with a vote of 7-0.

B. Personnel Recommendations:

On a motion made by Tammy Neumann, seconded by Seth Haight, the Board of Education, upon the recommendation of the Superintendent, approved the personnel recommendations as submitted, and upon fingerprint clearance:

RESIGNATIONS			
Name	Position	Reason	Effective
Bugge, Herman E. (Skip)	Assistant Building Maintenance Mechanic	To accept another position within the district.	October 4, 2020

RETIREMENTS		
Name	Position	Effective
Petrilli, William A.	CSE Chairperson	December 29, 2020

UNCLASSIFIED APPOINTMENTS – 4 Year Probationary Appointments						
Name	Position/Dept.	Appointment	Effective	Tenure Area	Certification	Salary
No unclassified appointments – 4 year probationary appointments for October 2020.						

UNCLASSIFIED APPOINTMENTS – 3 Year Probationary Appointments							
Name	Dept.	Position	Appointment	Effective	Tenure Area	Certification	Salary
No unclassified appointments – 3 year probationary appointments for October 2020.							

*Effective date noted as above unless extended in accordance with the law. This expiration date is tentative and conditional only. Except to the extent required by applicable provisions of Section 3012³ of the Education Law, in order to be granted tenure the teacher/administrator must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least two (2) of the three (3) preceding years, and if the teacher/administrator receives an ineffective composite or overall rating in the final year of the probationary period, the teacher/administrator shall not be eligible for tenure at that time.
Note: Employment is contingent upon clearance from the State Education Department to comply with the fingerprinting provisions of Project Save.

MISCELLANEOUS APPOINTMENTS				
Name	Appointment	Position	Effective	Compensation
Barriger, June	Annual	McKinney Vento Officer	10/26/2020 through the Annual Reorganizational Meeting in July 2021	N/A
Boecke, Derek	Temporary	Substitute Cleaner	10/27/20 – 6/30/21	\$11.80/Hour
Bugge, Herman E.	Probationary	Building Maintenance Mechanic I	Retroactive to 10/5/2020 – 4/5/2021	\$41,026.00/Year
Cicio, David	Probationary	Director of Facilities II (Building & Grounds)	10/26/2020 – 4/26/2021	\$72,000.00/Year
Cicio, David	Annual	Asbestos (LEA) Designee	10/26/2020 through the Annual Reorganizational Meeting in July 2021.	N/A

MISCELLANEOUS APPOINTMENTS				
Name	Appointment	Position	Effective	Compensation
Cicio, David	Annual	Integrated Pest Management (IPM) Coordinator	10/26/2020 through the Annual Reorganizational Meeting in July 2021.	N/A
Cicio, David	Annual	Right to Know Officer	10/26/2020 through the Annual Reorganizational Meeting in July 2021.	N/A
Cleveland, Michelle	Annual	McKinney Vento Liaison	10/26/2020 through the Annual Reorganizational Meeting in July 2021.	N/A
Efthimiou, Jacob	Temporary	Non-Certified Substitute	10/27/2020 – 6/30/2021	\$100.00/Day
Keehr, Sarah	Temporary	Substitute Bus Aide	Retroactive to 9/10/2020 – 6/30/2021	\$11.80/Hour

Note: Employment is contingent upon clearance from the State Education Department to comply with the fingerprinting provisions of Project Save.

ATHLETIC APPOINTMENTS					
Name	Position	Season	DASA Step	Years of Service	Stipend
No athletic appointments for October 2020.					

EXTRACURRICULAR APPOINTMENTS				
Name	Position	Years of Service	DASA Step	Stipend
No extracurricular appointments for October 2020.				

CHANGE IN POSITION					
Employee	Title	Dept.	Current Status	New Status	Effective
No change in position for October 2020.					

CHANGE IN CIVIL SERVICE STATUS				
Name	Dept.	Position	Appointment	Effective
No change in civil service status for October 2020.				

LEAVE OF ABSENCES			
Name	Position	Reason	Effective
No leave of absences for October 2020.			

The Board of Education wished Mr. Bugge well in his new position as Assistant Building Maintenance Mechanic. The Board of Education also wished Mr. Petrilli best wishes on his retirement. There were no further questions, comments, or discussion, and the motion carried with a vote of 7-0.

C. Financial Reports:

On a motion made by Tammy Neumann, seconded by Kimberly Shephard, the Board of Education approved the Financial Reports as submitted by the Treasurer for August 31, 2020. There were no questions, comments, or discussion, and the motion carried with a vote of 7-0.

D. CSE Recommendations:

On a motion made by Seth Haight, seconded by Tammy Neumann, the Board of Education approved the CSE Recommendations for October 2020, as submitted. There were no questions, comments, or discussion, and the motion carried with a vote of 7-0.

Reports:**A. Principal's Monthly Reports:**

Mrs. Julie Mable, Elementary Principal reported:

- In the past month, they've done the assessment in ELA (English Language Arts) and Math for all the hybrid students. Mrs. Mable stated they are still working on a model to assess the remote learners as it is a little more difficult to conduct over the internet. We will share the data with the teachers and parents in the near future. We're working on what intervention will look like.
- Parent-teacher meetings were held via video this year.
- Remote pickups for the bulldog gray students is going well. Another pickup is scheduled in November. We will group the dissemination by family. The kindergarten and first grade will have a day, second and third, then fourth and fifth, and the final day will be a family day so families can pick up all the materials at once.
- Started observations.

The Board of Education thanked Mrs. Mable for her report.

Mrs. Robin Robbins, Middle/High School Principal reported:

- She's working to account for all students and the educational delivery system they're receiving. We have 406 students, grades 6-12 enrolled currently. Of the 406, 75 are remote only with a good share of them being middle school students. Of the 75 students there are 5 CTEP because all the CTEP students are removed this year with their classes being delivered online, so we decided to continue that with all their classes, and of the 406 students, we have 90 students who attend every day. She is working with the guidance counselors to figure out ways to strategize and make sure the remote learners are receiving the best education they can receive.
- MS/HS Open House was via video. The MS/HS teachers chose to put together a PowerPoint presentation, and they thought that worked really well.
- November 13 is the end of the first marking period. She meets with the guidance counselors every Tuesday morning, and they are already strategizing and looking at the grades. We feel this is a very crucial first quarter to assess where the students are academically with everything that's happened the past year. Teachers are being asked to schedule virtual parent-teacher conferences for the half-days in November.
- She's started the first round of teacher observations.

The Board of Education thanked Mrs. Robbins for her report.

B. Departmental Reports:

Mr. Carey Shultz, Business Administrator reported:

- Mr. Shultz thanked the Board of Education for all they do. He also thanked his staff, Nancy, Beth, and Jennifer for all their hard work. He said they are tremendous at what they do.
- Welcome to Mr. David Cicio, Director of Facilities. He looks forward to working with him.
- State Aid. There are no big changes. We have not had any more cuts since August. Early Employee Retirement System (ERS) reports going into the next budget year is a \$42,000 increase, and he expects the Teacher Retirement System (TRS) to go up as much as that, or more.
- Health Insurance (CASEBP) is still very strong. He doesn't anticipate any increase for health insurance cost.
- Tax collection is almost exactly where we were last year at this time. There is still two and a half weeks of collection.
- Capital Project Update: They met with the architects a few weeks ago, then met with the capital building project committee last week. We will not be receiving CWC funding as New York City is holding that money. DEP is holding out on that money at the city level. They think maybe in January the monies may be released. We will be going out to bid in four to six weeks, and felt we needed to make an administrative decision, so we removed the CWC contract. The revisions to the project are mostly paving. He is hoping CWC funding comes around soon, and, we can move forward, but right now it is on pause. They will need to look at how to take care of the paving issues down the road.

The Board of Education thanked Mr. Shultz for his report.

Ms. Christine Miller, Food Service Supervisor reported:

- Ms. Miller thanked the Board of Education for their continued support. Out of seven employees, five can cook and are interested in cooking as a backup, so she is excited about that.
- The high school average for lunches is 100 per day; breakfast is 30. The elementary average breakfast is 100 per day, lunches 120 per day, and for remote and hybrid meal pickups, as of this morning, we have 81 that are still participating in the food pick up. She's still trying to get the word out to everyone about the meal program.

The Board of Education thanked Ms. Miller for her report.

Mr. William Petrilli, CSE Chairperson reported:

- Expressed his appreciation to the Board of Education for all they do and thanked them for their time for doing a thankless job.
- Fifteen meetings and or amendments were made this past month. That is normal for the first part of the year.
- Started teacher evaluations, and he's met with several teachers, including working with them in the classrooms.
- Mr. Petrilli thanked everyone for their well wishes and stated he wished he met Delaware Academy earlier in his career.

The Board of Education thanked Mr. Petrilli for his report and wished him well in his retirement.

Mr. Luke Potrzeba, Technology Supervisor reported:

- It's been a busy month for technology. In addition to their normal duties, they've been doing staff development with teachers.

- The department continues to work with the support staff and teachers, and more so with families and parents, trying to work through their anxieties related to being connected, getting online for attendance, and troubleshooting. We will continue to support the district and the families and our students as best we can as we go forward.

The Board of Education thanked Mr. Potrzeba for his report.

Mr. Gregg Verspoor, Transportation Supervisor reported:

- A lot of private training, evaluations and testing reviews are taking place. He has three drivers going through the required SAP 30-hour training. He spends two weekends with the 10-hour course.
- Mr. Verspoor thanked the Board of Education for their support and all they do for the district.

The Board of Education thanked Mr. Verspoor for his report.

C. Superintendent Monthly Report:

Mrs. Kelly M. Zimmerman, Superintendent, reported:

- Recognized the Board of Education and stated they certainly deserve it. October is also a month of gratitude and gave thanks to our Principal's because it is National Principal's Month as well. Mrs. Zimmerman stated that Mrs. Mable and Mrs. Robbins were the backbone, and continue to be, for the reopening of our school. They field many questions every day from our parents, students, and teachers. They are here many hours each day making sure we are moving forward, so she thanked them.
- Mrs. Zimmerman presented handouts to the Board of Education to go over as follows:
 - New York State has implemented what's called a remote snow day pilot this school year. The state education department will allow the district's flexibility to instead of using snow days, shift to a completely remote only platform on those days that otherwise would have been indicated as a snow day. After a brief discussion considering the pros and cons of the snow day pilot, it was the consensus of the Board of Education to keep snow days as they currently are in our academic calendar. Mrs. Zimmerman cautioned everyone that an immediate need to go to remote learning only is still a possibility as we are not clear from the pandemic yet. She encouraged everyone to stay vigilant in their efforts to keep our school open, but also be prepared to move to remote learning if necessary.
 - New York State micro cluster strategy. This matrix (available from the New York State website) places all the counties in New York State in one of four tiers based on population. Tier one being the most populous counties in the state. Delaware Academy is located in tier four, based on our population. The matrix explains zoning and the rolling average positivity rates, and what it means to school districts; what would trigger a closing. Being in a red or yellow zone primarily would automatically trigger a closing, or a move to remote only model. Just to put it in context, Delaware County would have to hit a threshold of four percent infection rate to be in a yellow zone. Currently, we are below one percent infection rate. If we hit the yellow zone, we would have the option to begin pool testing for the Covid virus. Initially we were told this could be state funded, but those funds are quickly being depleted, or they are not available at all. We can also partner with healthcare networks; however, they are all in short supply of testing and the fiscal support needed for the level of pool testing that is needed. If Delaware Academy finds themselves in a position to pool test, it will be untenable and it would make sense to go all remote like many of our neighbors. Mrs. Zimmerman provided the handout for the Board's information only. She doesn't think Delaware Academy will reach that situation anytime soon, and attributes our success to our current models of education. She thanked our students for complying and wearing their masks, and the teachers for using great professional judgment in terms of mask breaks. She again reiterated that Delaware Academy is not immune, so we need to continue to do our due diligence to remain safe.
 - A special informational Board of Education meeting will be held November 4th at 6:00 p.m. At that time they will review the 10-week look back for our educational models, share feedback from teachers and students, listen to concerns, and discuss where we go from here.

The Board thanked Mrs. Zimmerman for her report.

Policy Review / Adoption:

A. Third Reading and Adoption of Proposed Policy: Staff and Student Social Media Policy:

On a motion made by Tammy Neumann, seconded by James Tucker Jr., the Board of Education approved the following resolution: WHEREAS, the Board of Education has held the required three readings of a proposed policy: Staff and Student Social Media Policy, revised to be Social Media Policy; and WHEREAS, all Board of Education members have had the opportunity to review the proposed policy, including revisions suggested by the policy committee; THEREFORE BE IT RESOLVED, that the Board of Education adopts the proposed policy: Social Media Policy as submitted with revisions. Trustee, Lucy Kelly asked if there is guidance regarding professional media sites. How does a parent deny it? Mrs. Zimmerman replied there is a release form sent home yearly with students. Mrs. Kelly asked if we should add the words parent or legal guardian to the policy. Trustee, Sean Leddy amended the motion to adopt the policy with the additions. There were no further questions, comments or discussion and the motion carried 7-0.

Old Business:

No old business for October 2020.

New Business:

A. Approve Transfer of Funds Request:

On a motion made by Tammy Neumann, seconded by Seth Haight, the Board of Education approved a request from the Business Administrator to transfer funds in the amount of \$39,692.00 from the A.L. Kellogg Memorial Fund to the A.L. Kellogg Memorial checking account. There were no questions, comments, or discussion, and the motion carried with a vote of 7-0.

B. Accept Donation from Hannaford Helps:

On a motion made by Kimberly Shephard, seconded by Tammy Neumann, the Board of Education accepted a donation from Hannaford Helps, in the amount of \$330.00 to be used for elementary materials and supplies. There were no questions, comments, or discussion, and the motion carried with a vote of 7-0.

C. Accept Donation from the Southern Tier Chapter of Nam Knights MC, LLC.

On a motion made by Tammy Neumann, seconded by Kimberly Shephard, the Board of Education accepted a donation of 550 face masks from the Southern Tier Chapter of Nam Knights MC, LLC., with appreciation. There were no questions, comments, or discussion, and the motion carried with a vote of 7-0.

D. Accept Donation from Women for Inclusion, Diversity, and Equity (W.I.D.E.):

On a motion made by Tammy Neumann, seconded by Seth Haight, the Board of Education accepted a donation from the not-for-profit Women for Inclusion, Diversity, and Equity (W.I.D.E) in the amount of \$800.00 for the Media Library Specialist to purchase books across the three school libraries which will provide students with greater access to diverse voices, protagonists, and situations unique to minorities. Mrs. Zimmerman thanked the group for their generous donation and the selection of titles. Ultimately our school librarian will review the titles and add them to our catalogs. This is a very timely donation as we are removing books from our inventory. She said she can't thank them enough for the donation. There were no further questions, comments, or discussion, and the motion carried with a vote of 7-0.

E. Request to Remove Books from Inventory, Mrs. Oliver:

On a motion made by Seth Haight, seconded by Tammy Neumann, the Board of Education approved a request from Mrs. Oliver, Library Media Specialist, to remove books from inventory as the books are damaged beyond use, outdated or unused. There were no questions, comments, or discussion, and the motion carried with a vote of 7-0.

Public Comments:**A. The Public May Address the Board.**

President, Elizabeth Huneke opened the floor for public comments. There were no public comments.

Other Discussion:**A. Board Comments:**

Vice President, Tammy Neumann informed the Board that the policy committee met last week. The committee is made up of Mrs. Neumann, Mrs. Shephard, and Mr. Tucker. They met to give the above policy a final review, and they made some minor tweaks to make sure it is something that fits in to the school with our current practices, and even things that they felt were necessary. They reviewed the first 20 policies. She said it is especially helpful for the new Board members to review the policy to get a good feel for what goes on behind the scenes and what governs a lot of what we do. There were a few questions and some minor suggestions for changes to the policies they reviewed. Trustee Neumann thanked everyone for the appreciation, it tells her that the Board is appreciated, so thank you.

Trustee, Sean Leddy commented on the CWC portion and how that might affect the overall project and the bottom line is we will go out to bid without that part of the project. We will get the numbers, and we're going to figure it out from there. He made a mention that he really appreciates Mrs. Temple summarizing the reports in the minutes. He thinks they are very helpful to the public and would like to see that continued. What is the point in having the reports on the agenda if we aren't going to include the information in the minutes? He thanked everyone for their appreciation tonight.

Trustee, Lucy Kelly and Trustee Seth Haight reported on the athletic liaison committee:

The committee met last week. Trustee, Seth Haight reported Delaware Academy has taken a leadership role within our league in developing an online questionnaire with questions posed to other districts to see if they would be willing to go through steps to create criteria, much like the reopening plan, for athletics, if there were cases in any schools. Trustee Haight commented that it is important to define all those variables before we get to a point where a decision may need to be made, and we just shut down. He commended Mrs. Zimmerman and Mr. Ferrara for their work on the survey. The responses received indicate a desire from other schools to partner with Delaware Academy to develop what the criteria would be. This will give us the best chance of having a sports season, or seasons, because we would be prepared with steps should there be any issues. Districts are still waiting for state level determinations. That being said, Trustee Haight commented, we've defined a way to have kids be active particularly, and especially in the high school right now, knowing that we're trying to move to the middle school, based on capacity. The other districts are waiting and watching to see what happens at Delhi, but based on our success and the feedback so far, it looks like things have gone pretty well. He applauded the efforts of the coaches for their willingness to step up. Mr. Ferrara is on a subcommittee to make the metrics for the Mac League, so we will be uniform so that what triggers Delhi will then be triggering what would happen at any of the schools in our league. It's been a positive influence on all the kids and the coaches to. Mr. Haight added that he's glad that we've embraced this particular chart because it's important for our area because it gives us a chance to be sub-differentiated as a non-populated area, and he thinks, what a lot of us have been saying from the start is that upstate New York is not all the same place. This differentiation allows us to have things potentially happen and go on or not based on our own metrics, and our own population base, so this is a good thing for us. While it certainly gives us a framework for what we can and can't do, I hope that we can continue to follow it and that the state follows it.

Trustee, Seth Haight thanked everyone for their appreciation.

Mrs. Zimmerman commented that some community members noticed the beautiful yellow goal posts out on our football field. It is not the districts, it is Sportsfield Specialties. They asked to use our beautiful facility to take some promotional pictures for this cool new goal post that they developed. She commented that Sportsfield Specialties does a lot for our district in terms of donating time and resources, unfortunately that beautiful goal post is not one of them. She wanted to clarify that because she's been asked by community members if the district purchased the post, Delaware Academy did not purchase the goal post. We were only providing the company with a favor by allowing them to shoot some promotional material on our property.

Enter Executive Session**A. Enter Executive Session:**

On a motion made by Lucy Kelly, seconded by Seth Haight, the Board of Education entered executive session for the purpose of discussing an evaluation of a particular employee with no action to be taken. The Board entered executive session at 8:26 p.m.

Leave Executive Session/Adjournment:

A. Leave Executive Session:

On a motion made by Lucy Kelly, seconded by Kimberly Shephard, the Board of education left executive session at 8:50 p.m.

B. Adjournment

On a motion made by Tammy Neumann, seconded by James Tucker Jr., the Board of Education adjourned the Regular meeting at 8:51 p.m.

Respectfully submitted,

Susan J. Temple
District Clerk

BOE Approved: 11/16/20