

**Regular Meeting of the Board of Education (Monday, December 16, 2019)**

BOE Approved: January 27, 2020

**Members Present:** Elizabeth Huneke, Tammy Neumann, Seth Haight, Lucy Kelly, Mark Schneider, Kenneth Aikens, and Sean Leddy.

**1. 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 5:02 p.m.

**2. Update and Discussion on Construction Project:**

Mr. Carey Shultz, Business Administrator, reported the District received a scope of work for the crawlspace area underneath the middle/high school building. In July 2019, during a preliminary walk-through for the building project, asbestos was found in the crawlspace that runs from the kitchen area to the high school library. In the past, districts were allowed to put the work off until the next scheduled building project; however, since it was found and is considered one space, the District needs to address the problem and remove the asbestos. Mr. Shultz stated it is important to reiterate that there is zero exposure to staff and students. This is something we did not know was there when we put together the proposal for the current capital project. The crawlspace project affects the bathroom portion of the current project. The scope of work for asbestos removal consists of the following: 1) removal of two inches of soil throughout the crawlspace area (a space covering approximately 48,000 square feet); 2) removal of fiberglass insulation and cleaning of pipes, walls, and ceiling; 3) removal of existing rubber membrane. As he reported in previous meetings, this work is not a part of the current construction project. The estimated cost for this project is between \$750,000 to \$1.2 million dollars. The company that did the preliminary walk-through considers this estimate in the high range. Mr. Shultz also reported this project cannot be deemed an emergency project by the New York State Education Department (NYSED). In order for them to deem something an emergency project it would have to be something like a roof falling in.

Mr. Shultz provided the following options to pay for this project:

1) Public Vote. After contacting both legal firms, it was determined that it would be difficult to convince NYSED to label this as an emergency, but rather a "local emergency". With this situation, the district would need to obtain a public vote. He recommends we conduct a vote to bond the asbestos project, cover the local share with the debt reserve, and receive the aid over 15 years. He noted NYSED did say they would fast track this item as an emergency project within the queue to ensure that it moves ahead of others for expedited approval. A discussion was held regarding the timeline for public vote.

2) Mr. Shultz does not recommend this, but the District could pay from the general fund within the budget year, but this could cause catastrophic measures on the yearly budget. The Board would need to deem it as an emergency project and then need to obtain approval from NYSED. Aid for the project would flow back to the district over 15 years. Reserve funding would not be allowed to be used in this manner since it is not considered debt service or a recognized liability. We cannot use capital project funds for this project. The District would need to levy for the shortfall next year. We don't have a repair reserve and are limited on how to spend it.

The best option, after consulting with financial advisors and lawyers, is to go out with a vote. The State has assured Mr. Shultz they would expedite the process if we go out to vote. The District would use the debt reserve to pay off the taxpayer portion. We would plan to couple it with the 2020-21 vote in May. The bathroom portion would be delayed in the current project. There was a discussion on timeline for vote and approval process and possibly making the bathroom portion of the project phase 2. Further discussion was held on other items that may need to be addressed since we are going to public vote again. Mr. Shultz advised the Board of Education to be careful with the debt reserve as it dwindles with each project. He suggests if we need time, to take time to refund some money back into the debt reserve. He'll prepare some figures and report back to the Board.

**Capital Project Update:**

The project is still at NYSED awaiting approval. Mr. Shultz has been receiving emails from the contact at NYSED to keep him informed of the progress. They are still requesting information from David at Highland Agency for a few things, as well as, they still need the Army Corps report. According to NYSED, the project is still in the queue. Mr. Shultz doesn't know how long it takes once it is in the queue. It all went in as one project for approval, so we can't divide it up. We need to wait for the whole approval. He was hoping to have bids out by now, but this is not happening. As the year goes on, we stand to lose out on receiving lower bids due to the time of year. He is hoping for a quick approval now. A discussion was held on phasing the crawlspace project and how we can do it. Mr. Shultz reported that the longer we wait to go out for bids, we can expect a 2% increase due to the anticipated scale wages and materials also would go up about 1-2%. A discussion was held to possibly move the timeline of the project anticipating the receipt of bad bids; instead of starting the project in 2020, start in 2021. The District is not paying for anything until the project starts, and would not receive aid until project payments begin.

Mr. Shultz reported that kitchen equipment, lockers, and cabinet orders are running up to 16 weeks for delivery. Several schools are replacing exactly what we want to do.

Kenneth Aikens commented the Catskill Water Corporation (CWC) does not recognize cooperative purchasing. If Smith Group does not get that portion, they won't do the rest of it. It is all or nothing for them. The CWC is not willing to entertain their way of bidding. A discussion was held regarding conversations Mr. Thomson has had with Mr. Tim Cox with CWC. Mr. Thomson requested a copy of a letter from Mr. Cox regarding the CWC's stance on cooperative bidding. Mr. Aikens responded the only reason CWC is not entertaining the cooperative bidding is because of the insurance policy costs. Mr. Schneider commended Mr. Thomson for pursuing conversations with the CWC attorney to try to expedite the process.

The Board thanked Mr. Shultz for his report.

**3. Public Comments:**

A. The Public May Address the Board:

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

**4. Routine Matters:****A. Approve Minutes, Regular Meeting, November 18, 2020:**

On a motion made by Tammy Neumann, seconded by Mark Schneider, the Board of Education approved the Minutes of the Regular Meeting held on November 18, 2019, 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 Mark Schneider, seconded by Kenneth Aikens, upon the recommendation of the Superintendent the Board of Education approved the following personnel recommendations as submitted:

**Personnel Recommendations, December 16, 2019:**

| <b>RESIGNATIONS</b> |                 |               |                  |
|---------------------|-----------------|---------------|------------------|
| <b>Name</b>         | <b>Position</b> | <b>Reason</b> | <b>Effective</b> |
| Degan, Sean M. W.   | Music Teacher   | Personal      | June 30, 2020    |

Mark Schneider requested the words "with regret" be added to the minutes when referring to Mr. Degan's resignation. He commented that Mr. Degan's leaving is a great loss to the district.

| <b>RETIREMENTS</b>                |                 |                  |
|-----------------------------------|-----------------|------------------|
| <b>Name</b>                       | <b>Position</b> | <b>Effective</b> |
| No retirements for December 2019. |                 |                  |

| <b>UNCLASSIFIED APPOINTMENTS – 4 Year Probationary Appointments</b>                |                       |                    |                  |                    |                      |               |
|--|-----------------------|--------------------|------------------|--------------------|----------------------|---------------|
| <b>Name</b>  | <b>Position/Dept.</b> | <b>Appointment</b> | <b>Effective</b> | <b>Tenure Area</b> | <b>Certification</b> | <b>Salary</b> |
| No unclassified appointments – 4 year probationary appointments for December 2019. |                       |                    |                  |                    |                      |               |

\*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 3012<sup>3</sup> 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 three (3) of the four (4) 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.

| <b>UNCLASSIFIED APPOINTMENTS – 3 Year Probationary Appointments</b>                |              |                 |                    |                  |                    |                      |               |
|--|--------------|-----------------|--------------------|------------------|--------------------|----------------------|---------------|
| <b>Name</b>  | <b>Dept.</b> | <b>Position</b> | <b>Appointment</b> | <b>Effective</b> | <b>Tenure Area</b> | <b>Certification</b> | <b>Salary</b> |
| No unclassified appointments – 3 year probationary appointments for December 2019. |              |                 |                    |                  |                    |                      |               |

\*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 3012<sup>3</sup> 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.

| <b>MISCELLANEOUS APPOINTMENTS</b> |                    |                           |                    |                     |
|-----------------------------------|--------------------|---------------------------|--------------------|---------------------|
| <b>Name</b>                       | <b>Appointment</b> | <b>Position</b>           | <b>Effective</b>   | <b>Compensation</b> |
| Cantwell, Alex                    | Temporary          | Substitute Teacher        | 12/17/19 – 6/30/20 | \$95.00 per day     |
| Carron, Macayla                   | Temporary          | Substitute Aide           | 12/17/19 – 6/30/20 | \$78.00 per day     |
| Evans, Daren                      | Permanent          | Auto. Mechanic/Bus Driver | December 30, 2019  | \$22.60 per hour    |
| Kennedy, Crystal                  | Temporary          | Substitute Aide           | 12/17/19 – 6/30/20 | \$78.00 per day     |
| Layman, Keira                     | Temporary          | Substitute Aide           | 12/17/19 – 6/30/20 | \$78.00 per day     |

| <b>MISCELLANEOUS APPOINTMENTS</b> |                    |  |   |                     |
|-----------------------------------|--------------------|--|---|---------------------|
| <b>Name</b>                       | <b>Appointment</b> | <b>Position</b>  | <b>Effective</b>                                | <b>Compensation</b> |
| Li, Wilson                        | Temporary          | Substitute Teacher   | 12/17/19 – 6/30/20                              | \$95.00 per day     |
| Pinney, Rhonda                    | Probationary       | Administrative Aide FT, 12 months, Working Conditions as per DESSA | 12/4/19 – 6/3/20<br>Prorated to effective date. | \$17.50 per hour    |
| Sherman, Molly E.                 | Temporary          | Substitute Aide (Elem.)  | 12/17/19 – 6/30/20                              | \$78.00 per day     |
| Specht, Alex                      | Permanent          | Custodial Worker   | 1/14/2020                                       | \$12.80 per hour    |

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

| <b>ATHLETIC APPOINTMENTS</b> |                                      |               |                  |                         |                |
|------------------------------|--------------------------------------|---------------|------------------|-------------------------|----------------|
| <b>Name</b>                  | <b>Position</b>                      | <b>Season</b> | <b>DASA Step</b> | <b>Years of Service</b> | <b>Stipend</b> |
| Johnson, Derek               | Volunteer, Boys Modified Basketball  | Winter        | N/A              | 0                       | 0              |
| Kilmer, Lorilyn              | Volunteer, Girls Modified Basketball | Winter        | N/A              | 0                       | 0              |

| <b>EXTRACURRICULAR APPOINTMENTS</b>                |                 |                         |                  |                |
|--|-----------------|-------------------------|------------------|----------------|
| <b>Name</b>  | <b>Position</b> | <b>Years of Service</b> | <b>DASA Step</b> | <b>Stipend</b> |
| No extracurricular appointments for December 2019. |                 |                         |                  |                |

| <b>CHANGE IN POSITION</b>                |              |              |                       |                   |                  |
|--|--------------|--------------|-----------------------|-------------------|------------------|
| <b>Employee</b>                          | <b>Title</b> | <b>Dept.</b> | <b>Current Status</b> | <b>New Status</b> | <b>Effective</b> |
| No change in position for December 2019. |              |              |                       |                   |                  |

| <b>CHANGE IN CIVIL SERVICE STATUS</b>                |              |                 |                    |                  |
|--|--------------|-----------------|--------------------|------------------|
| <b>Name</b>  | <b>Dept.</b> | <b>Position</b> | <b>Appointment</b> | <b>Effective</b> |
| No change in civil service status for December 2019. |              |                 |                    |                  |

| <b>LEAVE OF ABSENCES</b>                |                 |               |                  |
|---|-----------------|---------------|------------------|
| <b>Name</b>                             | <b>Position</b> | <b>Reason</b> | <b>Effective</b> |
| No leave of absences for December 2019. |                 |               |                  |

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 Mark Schneider, seconded by Tammy Neumann, the Board of Education accepted the Financial Reports for October 2019 as submitted. Mr. Schneider requested Mr. Shultz include a commentary in the report each month regarding the special aid category. There were no further questions, comments, or discussion, and the motion carried with a vote of 7-0.

#### **D. CSE Recommendations:**

On a motion made by Kenneth Aikens, seconded by Tammy Neumann, the Board of Education approved the Committee on Special Education (CSE) Recommendations as submitted for December 2019 as submitted. There were no questions, comments, or discussion, and the motion carried with a vote of 7-0.

#### **5. Reports**

- A. Principal's Monthly Reports;
- B. Departmental Reports;
- C. Superintendent Monthly Report.

**6. Policy Review / Adoption:**

A. 2nd Reading, Voter Pre-Registration of Students. No action required.

**7. Old Business:**

No old business.

**8. New Business:**

A. 2019-2020 Updated Substitute Rates:

On a motion made by Tammy Neumann, seconded by Seth Haight, the Board of Education approved the following resolution: RESOLVED, that the Board of Education establishes updated substitute pay rates for 2019-2020 as follows:

**Instructional:**

Retired Certified DA Teacher, \$110.00 per day;

Teacher, \$95.00 per day;

Long-Term Teacher, \$120.00 per day;

Tutor, \$25.23 per hour.

**Non-Instructional:**

Nurse, \$110.00 per day;

Teacher Assistant, \$85.00 per day;

Teacher Aide, \$82.60 per day;

Food Service, \$11.80 per hour;

Bus Aide, \$11.80 per hour;

Custodial Worker, \$11.80 per hour;

Bus Driver, \$23.00 per hour.

Substitute rates were adjusted to meet the minimum wage standards effective January 1. There were no questions, comments, or discussion, and the motion carried with a vote of 7-0.

**B. Approve Agreement, County of Delaware:**

On a motion made by Mark Schneider, seconded by Lucy Kelly, the Board of Education approved an Agreement between the County of Delaware and Delaware Academy Central School District at Delhi for the County to provide the creation of the ballot, programming and testing of the voting machines, and permit Delaware Academy to use two voting machines, four (4) privacy voting booths, twenty (20) privacy sleeves, and pens that are necessary to conduct the annual budget vote and board of education election on May 19, 2020 in the amount up to \$300.00. Sean Leddy abstained from the vote due to the nature of his employment. There were no questions, comments, or discussion, and the motion carried with a vote of 6-0, 1 abstained.

**C. Request to Surplus Items, Athletics:**

On a motion made by Tammy Neumann, seconded by Seth Haight, the Board of Education approved the following list of items as surplus or excess equipment as requested by the athletic department as the equipment is outdated:

- 37 Sets of Football Shoulder Pads;
- 1 Water Jug;
- 1 Medical Kit;
- 15 Football Practice Pants.

There were no questions, comments, or discussion, and the motion carried with a vote of 7-0.

**D. Request to Remove Books from Library Inventory, Mrs. Oliver:**

On a motion made by Mark Schneider, seconded by Kenneth Alkens, the Board of Education approved a request from Mrs. Oliver, Library Media Specialist, to remove books from inventory as the books are outdated. There were no questions, comments, or discussion, and the motion carried with a vote of 7-0.

**9. Public Comments:**

A. The Public May Address the Board:

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

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

Tammy Neumann thanked everyone for their hard work up to now. She wished everyone happy holidays, and hopes they enjoy their time off.

Lucy Kelly echoed Tammy Neumann's comments. She reported that she and Sean Leddy attended a Board Liaison Committee meeting where Mr. Albright suggested a google.doc be created instead of a suggestion box as this would make suggestions more anonymous. The google.doc could then be submitted to the Board of Education. They also learned that most elementary students don't know who the Board of Education are, or what they do. The Board is invited to come into the school and read to students or walk the hallways to be more visible to students.

Sean Leddy added to Lucy Kelly's comments stating he mentioned to the committee that CWC has an educational program opportunity for the science department. It is a simple grant application, and he offered his support in submitting for the grant.

Elizabeth Huneke thanked the Board members for filling in for her last month. She wished everyone happy holidays.

**11. Close Meeting:****A. Upcoming Board of Education Meeting Dates:**

The next regular Board of Education meeting is scheduled for Monday, January 27, 2020, at 5:00 p.m. in the High School Media Library.

**12. Enter Executive Session:**

**A. Enter Executive Session:**

On a motion made by Lucy Kelly, seconded by Tammy Neumann, the Board of Education entered into Executive Session to discuss negotiations involving the Delaware Academy Faculty Association, with no action to be taken at 6:38 p.m.

**13. Leave Executive Session:**

**A. Motion to Leave Executive Session:**

On a motion made by Tammy Neumann, seconded by Kenneth Aikens, the Board of Education left Executive Session and reentered open session at 8:05 p.m.

**B. Adjourn Meeting:**

On a motion made by Tammy Neumann, seconded by Kenneth Aikens, the Board of Education adjourned the Regular Meeting at 8:06 p.m.

Respectfully submitted,

Susan J. Temple  
District Clerk

BOE Approved: January 27, 2020