

Regular Meeting of the Board of Education (Monday, August 27, 2018)

(Minutes approved September 17, 2018)

Board of Education Members Present: Jay Wilson, Tammy Neumann, Seth Haight, Elizabeth Huneke, Lucy Kelly, Mark Schneider, and Kenneth Aikens.

Others Present: Jason D. Thomson, Superintendent, Bruce McKeegan, General Counsel, and members of the faculty and community.

Opening of Meeting**A. Call to Order**

President, Jay Wilson, called the Regular Meeting of the Board of Education to order at 6:05 p.m.

Enter Executive Session

On a motion made by Elizabeth Huneke, seconded by Lucy Kelly, the Board of Education entered Executive Session for the purpose of discussing a letter of engagement for legal counsel, and the contractual agreement and the assignment of a particular employee. The Board entered Executive Session at 6:06 p.m.

Leave Executive Session

On a motion made by Elizabeth Huneke, seconded by Tammy Neumann, the Board of Education left Executive Session at 7:02 p.m.

Call to Order - Open Session

President, Jay Wilson called the Open Session of the Regular Meeting of the Board of Education to order with the Pledge of Allegiance at 7:06 p.m.

2. Presentations

There were no presentations for August 2018

Board of Education Discussion on Capital Project

The Board held a discussion on plans for promotion of a capital project the district will put before voters on October 11, 2018. Individual Board members presented ideas on how they will be proactive in getting the facts out to the public. Board members will make every effort to provide factual material via the website, Facebook, Twitter, and by attending various community meetings. The Board and administration will work together to prepare a list of frequently asked questions to be published on the district's website in the near future. It is the hope of the Board that the public will take advantage of the direct line of communication with the district and not rely on information placed on social media. It was noted that there will only be one proposition for voters this time so there should not be any confusion. All Board members agreed there needs to be more advertising for the vote, and a discussion was held about having the public hearing placed on the local television channel for those who are unable to attend the meeting in person. There are also people in the community that do not have access to social or public media, and the Board will look at ways to communicate with them.

3. Public Comments

A. The public may address the Board

President, Jay Wilson, opened the floor to public comments.

Ms. June Barriger, Delhi resident, and staff member commented on the proposal that was on Facebook. She too posted to Facebook. People in the community said if they had line items for the athletic field they were voting no. She advised people to come to the meeting. Ms. Barriger noted that it would be o.k. to have the meeting publicized on the local television channel, but there are still a lot of people that do not receive that channel. The Board needs to think of more ways to communicate to the public. Ms. Barriger commented that there are senior people that don't have public media. The district needs to put the word out in as many ways as possible, even though she knows Ms. Temple puts the information in everything. She's going by what she heard about the line items for the field - if there are line items for the field, then the community intended to vote no on the proposition.

The Board thanked Ms. Barriger for her comments.

4. Routine Matters**A. Approve Minutes - July 16, 2018, Organizational Meeting**

On a motion made by Tammy Neumann, seconded by Elizabeth Huneke, the Board of Education approved the Minutes of the Annual Organizational Meeting held on July 16, 2018, as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

B. Approve Minutes - July 16, 2018, Regular Meeting

On a motion made by Seth Haight, seconded by Lucy Kelly, the Board of Education approved the Minutes of the Regular Meeting held on July 16, 2018, as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

C. Approve Minutes - August 6, 2018, Special Meeting

On a motion made by Elizabeth Huneke, seconded by Tammy Neumann, the Board of Education approved the Minutes of the Special Meeting held on August 6, 2018, as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

D. Approve Minutes - August 9, 2018, Special Election for Board Member

On a motion made by Kenneth Aikens, seconded by Mark Schneider, the Board of Education approved the Minutes of the Special Election for Board of Education Member held on August 9, 2018, as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

E. Financial Reports

On a motion made by Mark Schneider, seconded by Tammy Neumann, the Board of Education accepted the AL Kellogg Fund Report for the period dated June 1-30, 2018. There were no questions, comments, or discussion, and the motion carried unanimously.

F. Personnel Recommendations

On a motion made by Elizabeth Huneke, seconded by Mark Schneider, the following personnel recommendations submitted by the Superintendent were made pending fingerprint clearance:

Retirements:

- Merwin, Deborah, Cook, effective November 2, 2018 (20 years of service)

Resignations:

- Bobrik, Kristen, Special Education Teacher, effective August 31, 2018.
- Graham, Amanda, English Teacher, effective August 31, 2018.
- MacDonald, Lauren, Library Media Specialist, effective August 20, 2018.
- Sanford, Don, Substitute Bus Driver, effective August 20, 2018.

Provisional Appointments Awaiting Civil Service Exam:

- Wood, Dawn, Sr. Typist / CSE Secretary, Provisional Awaiting Civil Service Exam, 11 Month (10 months + 20 days), Effective August 27, 2018, Salary: \$28,000.00.

Probationary Appointments:

- **Bodo, Kim**, Special Education Teacher, FT, 10 months, Location: Middle/High School, Certification: Permanent in the following areas: Permanent in Elementary Education, and Learning Disabilities; Probationary Period Effective: August 30, 2018, through August 31, 2021 with one year credit given for receiving tenure previously, Tenure Area: Special Education, Salary: \$60,000.00, Working Conditions as per Delaware Academy Faculty Association (DAFA) Agreement. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher 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 receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.
- **Galunas, Amanda**, Elementary Teacher, Grade 4, FT, 10 months, Certification: Initial: Early Childhood Education; Probationary Period Effective: August 31, 2018, through August 31, 2022, Tenure Area: Elementary, Salary: \$42,000.00, Working Conditions as per Delaware Academy Faculty Association (DAFA) Agreement. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher 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 receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.
- **Wilberg, Linda**, Special Education Teacher, Elementary, FT, 10 months, Certification: Initial in Childhood Education Grades 1-6, and Initial in Teaching Students with Disabilities Grades 1-6, Probationary Period Effective: August 31, 2018 through August 31, 2022, Tenure Area: Special Education; Salary: \$43,750.00, Working Conditions as per Delaware Academy Faculty Association (DAFA) Agreement. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher 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 receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

Mentor Appointments, Stipend \$300.00 per semester per DAFA Agreement:

- Lynn Wake, mentor to Kim Bodo
- Melissa White, mentor to Amanda Galunas
- Winsome Zinkievich, mentor to Linda Wilberg

Leave Request:

- Lane, Jennifer B., Elementary Teacher, Personal, Effective on or about October 2, 2018, through on or about January 2, 2019.

Permanent Appointments:

No permanent appointments for August 2018

Change in Position:

No change in positions for August 2018

Substitute Appointments Pending Fingerprint Clearance – August 28, 2018, through June 30, 2019:

- Ackerly, Susan, Instructional, \$95.00/day

- Bartlett, Tracey A., Non-Instructional, \$74.00/day
- McIntosh, Allyce, Instructional, \$95.00/day
- McIntosh, Ira, Custodial Worker, \$10.00/hour
- McIntosh, Laurie, Instructional, \$95.00/day
- Moser, Ellen, Instructional, \$95.00/day
- Salerno, Anthony, Instructional, \$95.00/day
- Thompson, Karen, Instructional, \$110.00/day (retired D.A. teacher)
- Van Buren, Ashley, Bus Driver, \$23.00/hour
- Weber, John, Instructional, \$95.00/day

Long-Term Substitute:

- Bartlett, Jennifer, Long-Term Substitute, Health, Effective: August 31, 2018, through November 5, 2018, Salary: \$120.00/day

Special School District Meeting to Vote on Facilities Proposition Workers:

- June Barriger, Chairperson, Unpaid
- Maxwell, Renee, Election Inspector, \$130.00/day
- Misner, Deborah, Election Inspector, \$130.00/day
- Noble, Vicki L., Chief Election Inspector, \$130.00/day
- O'Brien, Loretta L., Alternate Poll Worker, \$130.00/day if needed.
- Thomson, Jason D., Alternate Chairperson, Unpaid
- Joan Townsend, Election Inspector, \$130.00/day.

Extracurricular Activity Appointments 2018-2019, Stipend as per DAFA Agreement and paid in June 2019:

- Tucker, Brittany, Freshman Class (Class of 2022), Step V, with 3-10 years of experience, and a stipend of \$2,473.00.

There were no questions, comments, or discussion, and the motion carried unanimously.

On a motion made by Elizabeth Huneke, seconded by Kenneth Aikens, the following personnel recommendations submitted by the Superintendent be made pending fingerprint clearance:

Athletic Appointments 2018-2019, Stipend as per DAFA Agreement Unless Otherwise Specified:

- Anderson, Rob, Modified Football Coach, Step IV, fall season with 1 year of experience, and a stipend of \$2,083.00.
- Dreyfus, Matt, Varsity Football Assistant, Step IB, fall season with 1 year of experience, and a stipend of \$4,494.00.
- Neumann, Phil, Head Varsity Football Coach, Step IA, fall season with 8 years of experience, and a stipend of \$5,940.00.
- Salerno, Anthony, Modified Football Coach, Step IV, fall season with 3 years of experience, and a stipend of \$3,213.00.
- Vickers, John, *Rescind appointment as program assistant effective July 11, 2018.*

Volunteer Appointments:

- Dungan, Gregory, Modified Football program.
- Vickers, John, Soccer program.

Mark Schneider recused himself from the vote due to a previous relationship with one of the people to be appointed. Tammy Neumann abstained due to her relationship with Phil Neumann. There were no questions, comments, or discussion, and the motion carried.

G. CSE Recommendations

On a motion made by Tammy Neumann, seconded by Kenneth Aikens, the Board of Education approved the CSE Recommendations for August 2018 as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

5. Reports

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

6. Policy Review / Adoption

- A. Meal Payment and Charge Policy - 1st Reading

As per Board policy, the Board held the first reading of a proposed Meal Payment and Charge Policy. The second reading will be held at the September 2018 Board of Education meeting.

B. Adopt Policy Manual

On a motion made by Elizabeth Huneke, seconded by Tammy Neumann, the Board adopted the Policy Manual with changes as submitted by the policy review committee. There were no questions, comments, or discussion, and the motion carried unanimously.

7. Old Business

- A. Appoint Board Committees 2018-19

President, Jay Wilson, appointed members to Board Committees for the fiscal year 2018-2019.

8. New Business**A. Accept Delhi Educational Support Staff Association Agreement**

On a motion made by Elizabeth Huneke, seconded by Seth Haight, the Board accepted an Agreement Between the Delhi Educational Support Staff Association and the Delaware Academy Central School District at Delhi for the period July 1, 2018, through June 30, 2022, as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

B. Accept Delhi Supervisors' Association Tentative Agreement

On a motion made by Mark Schneider, seconded by Kenneth Aikens, the Board accepted an Agreement Between the Delhi Supervisors' Association and the Delaware Academy Central School District at Delhi for the period July 1, 2018, through June 30, 2022, as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

C. Approve Student Handbooks

On a motion made by Kenneth Aikens, seconded by Elizabeth Huneke, the Board approved the 2018-2019 Elementary Student Handbook and the 6-12 MS/HS Student Handbook as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

D. Approve Letter of Intent - Preventive Services

On a motion made by Tammy Neumann, seconded by Mark Schneider, the Board approved a Letter of Intent: Preventive Service between the Delaware County Department of Social Services and the Delaware Academy Central School District at Delhi for the term beginning July 1, 2018, to June 30, 2019. There were no questions, comments, or discussion, and the motion carried unanimously.

E. Approve Consulting Agreement - STAC Reporting

On a motion made by Seth Haight, seconded by Mark Schneider, the Board approved a consultant agreement for yearly STAC filing for Incarcerated Youth Students for the 2018-2019 fiscal year in the amount of \$3,000.00. There were no questions, comments, or discussion, and the motion carried unanimously.

F. Accept Donation - Class of 1958

On a motion made by Elizabeth Huneke, seconded by Tammy Neumann, the Board of Education accepted a donation in the amount of \$380.00 to the elementary school to be used for school supplies for students in need. There were no questions, comments, or discussion, and the motion carried unanimously.

G. Accept Donation - Trombone

On a motion made by Elizabeth Huneke, seconded by Tammy Neumann, the Board of Education accepted a donation of one Yamaha Trombone, serial #YSL446G001102, valued at \$2,000.00 from Dr. Thomas Flanders. There were no questions, comments, or discussion, and the motion carried unanimously.

H. Accept Donation - Sportsfield Specialties, Inc.

On a motion made by Elizabeth Huneke, seconded by Tammy Neumann, the Board of Education accepted a donation from Sportsfield Specialties, Inc. in the amount of \$660.00 to be used for the purchase of a water station for the American Legion fields.

Seth Haight commented that he read that some districts are not asking parents to pay for supplies, and another district sends food home to families in need on weekends. He commends these districts and is wondering if our Board would consider paying for supplies in the future to take the financial pressure off of parents and teachers.

Robin Robbins commented that donations are also received from churches and other community organizations.

Tammy Neumann informed the group that the bank she works for is always looking for fundraisers and feels this would be a great help to teachers and families.

There were no further questions, comments, or discussion, and the motion carried unanimously.

I. Request to Transfer Funds

On a motion made by Mark Schneider, seconded by Elizabeth Huneke, the Board of Education approved a request from the Business Administrator to transfer funds in the amount of \$470,000.00 from the Excess Fund Balance to the Debt Reserve Fund.

Mark Schneider commented that he would appreciate it if there were a way to educate the public on how and why items end up in the reserve fund. Seth Haight explained that it is his understanding from attending the finance meetings that as long as Mr. Shultz, Business Administrator, stays within the operating budget of the 2% tax levy, leftover operating monies are able to be converted into reserve funds.

There were no further questions, comments, or discussion, and the motion carried unanimously.

J. Approve Tax Levy

WHEREAS, the Board of Education of Delaware Academy Central School District at Delhi authorizes the sum of \$9,350,982.00 for school taxes to be raised in Real Property Taxes, THEREFORE BE IT RESOLVED, the Board of Education fix the equalized tax rates by town and confirm the extension of the taxes as they appear on the following described tax rolls, AND IT IS HEREBY DIRECTED THAT the Tax Warrant of the Board duly signed shall be affixed to the above-described tax rolls authorizing the collection of said taxes to begin September 5, 2018, and end November 9, 2018, giving the warrant an effective period of 66 days at the expiration at which time the tax collector shall make an accounting in writing to the Board of Education; AND IT IS FURTHER DIRECTED the delinquent tax penalties shall be fixed as follows: September 5, 2018, through October 4, 2018 - no penalty, October 5, 2018, through November 2, 2018 - 2% penalty added, November 3, 2018, through November 9, 2018 - 3% penalty added.

Roll Call vote:

Jay Wilson VOTING, Yes

Tammy Neumann VOTING, Yes

Seth Haight VOTING, Yes
 Elizabeth Huneke VOTING, Yes
 Lucy Kelly VOTING, Yes
 Mark Schneider VOTING, Yes
 Kenneth Aikens VOTING, Yes

There were no questions, comments, or discussion, and the motion carried unanimously.

K. Approve Bids - Milk and Ice Cream

On a motion made by Kenneth Aikens, seconded by Tammy Neumann, the Board approved the following resolution: WHEREAS a request for bid proposals was submitted for local suppliers to provide milk and ice cream supplies to Delaware Academy Central School District at Delhi for the academic school year 2018-2019; and WHEREAS Delaware Academy Central School District at Delhi has received and reviewed bid proposals from vendors for milk and ice cream supplies; BE IT RESOLVED, that the Board of Education awards the bid to supply milk to Delaware Academy Central School District at Delhi to Instant Whip for the academic school year 2018-2019; and BE IT FURTHER RESOLVED, that the Board of Education awards the bid to supply ice cream supplies to Delaware Academy Central School District at Delhi for the academic school year 2018-2019 to Hershey's Ice Cream. There were no questions, comments, or discussion, and the motion carried unanimously.

L. Approve 2018-2019 School Meal Prices

On a motion made by Mark Schneider, seconded by Elizabeth Huneke, the Board of Education approved recommended school meal prices for the 2018-2019 school year as follows: Breakfast: \$1.10 each, and Lunch \$1.95 each. There were no questions, comments, or discussion, and the motion carried unanimously.

M. Approve Request to Remove Books from Use/Discard

On a motion made by Seth Haight, seconded by Mark Schneider, the Board of Education approved a request from Ms. White, Elementary Teacher, to remove books from use (see attached list) as the books are no longer used with the curriculum. There were no questions, comments, or discussion, and the motion carried unanimously.

N. Approve Request to Surplus Equipment - Ag/Tech Program

On a motion made by Seth Haight, seconded by Mark Schneider, the Board of Education approved a request from Ms. Miner-James, Agriculture/Technology Teacher to deem the following items as surplus as they have been deemed unsafe for student use: Power Jig Saw, Manufacturer: Delta, Model: 40-416, Serial #: 90023727, DCSD Tag #6030, Condition: Safety Hazard; Power Jig Saw, Manufacturer: Powermatic, Model: 95, Serial #:995377, DCSD Tag #6029, Condition: Safety Hazard; Power Jig Saw, Manufacturer: Powermatic, Model: 95, Serial #:195193, DCSD Tag #5891, Condition: Safety Hazard. There were no questions, comments, or discussion, and the motion carried unanimously.

9. Public Comments

A. The Public May Address the Board

President, Jay Wilson, opened the floor to public comments. There were no public comments.

10. Other Discussion

A. Board Comments

Lucy Kelly commented as she observed the surplus equipment, that the district earmarks some to be sold. She requested to see records of the sales. Ms. Kelly also commented that she's pleased to see the district is off to a good start for the school year.

Seth Haight thanked Robin Robbins and Jason Thomson for following up on electronic devices. He asked if a letter was sent home to parents, and yes, a letter was sent home. Mr. Haight welcomed Kenneth Aikens to the Board of Education. He wished everyone good luck in the new school year.

Tammy Neumann commented she appreciates everyone's time spent preparing for the recent data retreat. She feels the positive energy between the administration, and is excited to get the year going.

Mark Schneider commented about the recent data retreat and how great it was to see the communication and cooperation taking place among the district's leaders and others working together. Mr. Schneider is also looking forward to increasing the efforts on Pre-K, in resuming visits to districts that offer the Pre-K program. He said the Adhoc committee will be ready for the budget cycle.

Elizabeth Huneke thanked everyone involved for the data retreat. She too feels a positive energy and feels the district continues to grow and get better. She looks forward to the Board coming together to prepare a "frequently asked questions" document so the entire Board has the facts to disseminate to the public - not conjecture! Ms. Huneke welcomed Kenneth Aikens to the Board.

Kenneth Aikens thanked the Board members for their welcoming words and asked them to be patient as there is a lot of information he will need to become familiar with, so he will have a learning curve. He thinks being a Board member will be fun and interesting, and knows this Board will do good things.

11. Close Meeting

A. Upcoming Board of Education Meeting Dates

Regular Board of Education Meeting, Monday, September 17, 2018, 6:00 p.m., HS Media Library Center. *It is anticipated that the Board of Education will act upon a resolution to convene an executive session and will plan to return to open session at 7:00 p.m.*

Public Hearing, Monday, October 1, 2018, at 7:00 p.m. in the High School Auditorium

Special School District Meeting to Vote on Facilities Proposition, Thursday, October 11, 2018, from Noon to 8:00 PM in the middle school lobby.

B. Adjourn

On a motion made by Tammy Neumann, seconded by Kenneth Aikens, the Board entered Executive Session for the purpose of discussing terms and conditions of a particular individual, with no action to be taken. The Board entered Executive Session at 8:40 p.m.

On a motion made by Tammy Neumann, seconded by Mark Schneider, the Board left Executive Session and adjourned the Regular Meeting at 10:17 p.m.

Respectfully submitted,

Susan J. Temple
District Clerk

Regular BOE Meeting, August 27, 2018 - BOE Approved September 17, 2018