

**Regular Meeting of the Board of Education (Monday, January 28, 2019)**  
**(Minutes are considered DRAFT until approved by the Board of Education)**

Generated by Susan Temple on Monday, February 4, 2019

**Members Present:** Tammy Neumann, Seth Haight, Elizabeth Huneke, Lucky Kelly, Mark Schneider, Kenneth Aikens, and Jay Wilson (arrived at 7:00 p.m.).

**1. Opening of Meeting**

Vice President, Tammy Neumann called the Regular Meeting of the Board of Education to order at 6:36 p.m.

**2. Enter Executive Session**

On a motion made by Seth Haight, seconded by Kenneth Aikens, the Board of Education entered executive session to review the employment history of a particular employee, with no action to be taken, at 6:36 p.m.

**3. Leave Executive Session**

On a motion made by Mark Schneider, seconded by Kenneth Aikens, the Board of Education left executive session at 7:05 p.m.

**4. 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 7:10 p.m.

**5. Presentations**

- A. FCCLA Capitol Leadership and Cluster Meeting in Phoenix Arizona - Molly Sherman
- B. NYSED Seal of Biliteracy (World Language and English department endeavor) - Mrs. Brittany Tucker

**6. Public Comments**

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

**7. Routine Matters**

**A. Approve Minutes - December 17, 2018, Regular Meeting**

On a motion made by Elizabeth Huneke, seconded by Tammy Neumann, the Board of Education approved the Minutes of the Regular Meeting held on December 17, 2018, as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

**B. Approve Minutes - January 14, 2019, Special Meeting**

On a motion made by Kenneth Aikens, seconded by Mark Schneider, the Board of Education approved the Minutes of the Special Meeting held on January 14, 2019, as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

**C. Personnel Recommendations**

On a motion made by Mark Schneider, seconded by Seth Haight, the Board approved the following personnel recommendations by the Superintendent pending fingerprint clearance:

**Retirements:**

- Terry, Philip E., Mechanic/Bus Driver, Effective December 30, 2018.

**Resignations:**

**No resignations for January 2019.**

**Provisional Appointments Awaiting Civil Service Exam**

No provisional appointments for January 2019

**Probationary Appointments**

- Re-employment of Anthony Mucciario, Physical Education Teacher, Re-employment effective retroactive to January 16, 2019, and terms as per a Memorandum of Agreement between Delaware Academy Central School District at Delhi and the Delaware Academy Faculty Association.

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

No mentor appointments for January 2019.

**Leave Request**

No leave requests for January 2019.

**Permanent Appointments**

- Sagarese, Olivera, RN, effective January 25, 2019.

**Substitute Appointments Pending Fingerprint Clearance - January 29, 2019, through June 30, 2019**

- Howard, Samantha, Instructional, \$95.00 per day
- Klueg, Robert, Instructional, \$95.00 per day
- Lohmann, Jacob, Instructional (\$95.00 per day), Tutor (\$25.23 per hour)
- Terry, Philip, Bus Driver, Retroactive to January 2, 2019, \$23.00 per hour
- VanBuren, Ashley, Food Service Worker, \$11.10 per hour
- Ziemann-West, Zachary, Instructional, \$95.00 per day

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

- Coleman, Jill, Co-Musical Director, Step IIA, 1 year of experience, and a stipend of \$1,739.00
- Collison, Kim, Co-Musical Director, Step IIA, 2 years of experience, and a stipend of \$1,739.00
- Degan, Sean, Rescind appointment as Musical Director (see to 7/16/18 BOE Minutes)

#### **Corrections to Extracurricular Appointments 2018-2019**

- Collison, Kim, Musical Director Assistant (Vocal Director), Step IIB, with 7 years of experience, and a stipend of \$4,355.00 (see 7/16/18 BOE minutes).

#### **Spring Athletic Appointments 2018-2019, Stipend as per DAFA Agreement Unless Otherwise Specified**

- Abts, Micaiah, Weight Room Instructor, Spring, with 5 years of experience, Step V, and a stipend of \$2,473.00.
- Bedient, Kevin, Modified Girls Softball Coach, Spring, with 11+ years of experience, Step IV, and a stipend of \$3,770.00.

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

On a motion made by Kenneth Aikens, seconded by Seth Haight, the Board approved the following personnel recommendations by the Superintendent pending fingerprint clearance:

#### **Spring Athletic Appointments 2018-2019, Stipend as per DAFA Agreement Unless Otherwise Specified**

- Emilio, Melissa, Varsity Track and Field Coach, Spring, with 1 year of experience, Step IB, and a stipend of \$4,494.00.
- Legg, Terry, Assistant Varsity Track and Field Coach, Spring, with 11+ years of experience, Step IIA, and a stipend of \$5,418.00.
- Moyse, Ben, Modified Baseball Coach, Spring, with 1 year of experience, Step IV, and a stipend of \$2,083.00.
- Mucciario, Anthony, Modified Track and Field Coach, Spring, with 3 years of experience, Step IV, and a stipend of \$3,213.00.

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

On a motion made by Seth Haight, seconded by Lucy Kelly, the Board approved the following personnel recommendations by the Superintendent pending fingerprint clearance:

- Neumann, Phil, Varsity Baseball Coach, Spring, with 11+ years of experience, Step IIA, and a stipend of \$5,418.00.

Tammy Neumann abstained from the vote. There were no questions, comments, or discussion, and the motion carried.

On a motion made by Elizabeth Huneke, seconded by Seth Haight, the Board approved the following personnel recommendations by the Superintendent pending fingerprint clearance:

- Sanford, Jennifer, Tennis Coach, Spring, with 11+ years, Step IIB, and a stipend of \$4,887.00.
- Spangenberg, Kurt, Girls Varsity Softball Coach, Spring, with 7 years of experience, Step IIA, and a stipend of \$4,917.00.

#### **Volunteer Appointments**

- Davis, Cecil, Track and Field

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

#### **D. Financial Reports**

On a motion made by Mark Schneider, seconded by Kenneth Aikens, the Board of Education accepted the Treasurer's Report for November 2018 as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

#### **8. CSE Recommendations:**

On a motion made by Elizabeth Huneke, seconded by Tammy Neumann, the Board of Education approved the CSE Recommendations for January 2019 as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

#### **9. Reports**

- Principal's Monthly Reports
- Departmental Reports
- Superintendent Monthly Report

#### **10. Policy Review / Adoption**

##### **A. First Reading of Recommended Policy Revisions for Policies #1, 2, 3, and 7**

##### **B. Recommendation to Reappoint Board Representation for Wellness Committee**

President, Jay Wilson appointed Tammy Neumann to represent the Board of Education on the Wellness Committee, and Jay Wilson will serve as the alternate representative for the Wellness Committee for the 2018-2019 school year through the re-organizational meeting in July 2019.

#### **11. Old Business**

##### **A. Appoint Alternate Compliance Officer:**

On a motion made by Elizabeth Huneke, seconded by Kenneth Aikens, the Board of Education appointed Julie Mable, Alternate Compliance Officer (annual appointment added to policy #2) effective retroactive to December 17, 2018, through the annual reorganizational meeting of the Board of Education in July 2019. There were no questions, comments, or discussion, and the motion carried unanimously.

#### **12. New Business**

##### **A. Substitute Pay Rate Adjustments:**

On a motion made by Tammy Neumann, seconded by Lucy Kelly, the Board of Education approved the following increase to substitute pay rates to align with the minimum pay increases made by New York State: Teacher Aide, \$78.00 per day, Food Service Worker, \$11.10 per hour, Bus Aide, \$11.10 per hour, and Custodial Worker, \$11.10 per hour. There were no questions, comments, or discussion, and the motion carried unanimously.

**B. Delaware Academy Adoption of The State of New York Deferred Compensation Plan for Supervisors Only**

On a motion made by Mark Schneider, seconded by Tammy Neumann, the Board of Education approved the following resolution to adopt a New York State Deferred Compensation Plan for Supervisors only:

WHEREAS, the Delaware Academy Central School District at Delhi wishes to adopt the Deferred Compensation Plan for Employees of the State of New York and Other Participating Public Jurisdictions (the "Plan") for the voluntary participation of all Supervisors; and WHEREAS, the Delaware Academy Central School District at Delhi is a local employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law;\* and WHEREAS, the Delaware Academy Central School District at Delhi has reviewed the Plan established in accordance with Section 457 of the Internal Revenue Code and Section 5 of the State Finance Law of the State of New York; and WHEREAS, the purpose of the Plan is to encourage Supervisors to make and continue careers with the Delaware Academy Central School District at Delhi by providing the Supervisors with a convenient and tax-favored method of saving on a regular and long-term basis and thereby provide for their retirement; NOW, THEREFORE, it is hereby: RESOLVED, that the Delaware Academy Central School District at Delhi hereby adopts the Plan for the voluntary participation of all Supervisors; and it is further RESOLVED, that the appropriate officials of the Delaware Academy Central School District at Delhi are hereby authorized to take such actions and enter such agreements as are required or necessary for the adoption, implementation, and maintenance of the Plan; and it is further RESOLVED, that the Administrative Services Agency is hereby authorized to file copies of these resolutions and other required documents with the President of the State of New York Civil Service Commission. \*A local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law includes: a county, city, town, village or other political subdivision as defined in Section 131 of the retirement and Social Security law or civil division of the State; a school district or other governmental entity operating a public school, college, or university; a public improvement or special district, a public authority, commission, or public benefit corporation; or any other public corporation, agency or instrumentality or unit of government which exercises governmental powers under the laws of the State.

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

**C. Approve 2019-2020 Unit Cost Methodology for DCMO BOCES Shared Services:**

On a motion made by Kenneth Aikens, seconded by Elizabeth Huneke, the Board of Education approved the 2019-2020 Unit Cost Methodology for DCMO BOCES Shared Services. There were no questions, comments, or discussion, and the motion carried unanimously.

**D. Approval - CSEA Contract:**

On a motion made by Lucy Kelly, seconded by Tammy Neumann, the Board of Education ratified an Agreement Between the Civil Service Employee Association (CSEA) and Delaware Academy Central School District at Delhi dated July 1, 2018, covering the period from July 1, 2018, through June 30, 2022, and authorizes the funding of those monies necessary to implement the provisions of the 2018-2022 Collectively Negotiated Agreement. There were no questions, comments, or discussion, and the motion carried unanimously.

**E. Approve Surplus - Technology Department:**

On a motion made by Mark Schneider, seconded by Lucy Kelly, the Board of Education approved a request from the Technology Department to deem the list below as surplus as the items have no value:

**District Technology Surplus**  
**Items have no value**  
**9/14/2018-- 1/22/2019**

	MODEL	SERIAL NUMBER	TAG	
PROJECTORS				
	Epson 905	PAAK3800242	8709	
	MITSUBISHI XD205U	004724	7045	
	MITSUBISHI XD560	004479	8587	
PRINTERS				
	HP LJ 4050N	USBH22002		
	HP PHOTOSMART PRINTER	CN0BQG1440		
	SCANNER COPIER			
	HP LJ 4250N		7097	
KEYBOARDS				
Keyboards assorted brands		NONE	NONE	Total # 10
	Dell E145614	NONE	NONE	Total # 6
	Dell L100	NONE	NONE	Total # 2
	Microsoft	NONE	NONE	Total # 2
Mouse	Assorted Brands		NONE	Total #12
Monitors -DELL				
	1708FPV	NONE	NONE	Total # 12
	E153FP 17 inch monitors	NONE	NONE	Total # 12

Monitors -Stands only		NONE	NONE	Total # 20
Scanners-				
HP Scanjet	ScanJet G4010	CN82NA61J9	7392	

Headphones		NONE	NONE	Total # 1
Computer speakers assorted		NONE	NONE	Total # 3

## COMPUTERS

DELL	GX755	NONE	9010
DELL	GX755	3H04VC1	7225
DELL	GX760	5PDDH1L1	8701
DELL	GX755	5FXR4H1	7476
DELL	GX755	none	7228
DELL	GX755	CB62ZH1/2474972	8509
DELL	GX755	CDYGBF1\2043634	8394
DELL	GX755	3G33ZH1	8517
DELL	GX755	2W6CTF1	7373
DELL	GX755	FRRRRG1	8380
DELL	GX760	21DVHK1	8793
DELL	GX760	none	8517
DELL	GX745	2J04VC1	7236
DELL	GX755	JCXR4H1	7488
DELL	GX755	BGMSFG1	9002
DELL	GX760	DB8SPL1	8788
DELL	GX760	33SSHK1	8804
DELL	GX760	3MT8ZH1	8791
DELL	GX760	5VRB1L1	8787
DELL	GX760	GF68051	6890

SMART Response XE-WITH REMOTES	NONE	8274
SMART Response XE-WITH REMOTES	NONE	8299
SMART Response LE- WITH REMOTES	NONE	8235
SMART Response PE- WITH REMOTES	NONE	8147
Smart Sento Receiver SNT -32 remotes	NONE	8161
Smart Response Receiver SRP-PE-32 with 32 remotes	NONE	8153
Smart Sento Receiver SNT -32 remotes	NONE	8162
SMART Response PE- WITH REMOTES	NONE	8162
SMART Response IE- WITH REMOTES	NONE	8236

TV			
Elem	Quasar VV-2002	B2AA20302	NONE

CISC	88810413860	NONE
CISCO AIR-AP1131G-A-K9	FTX145T 13E	NONE
	FTX1136T19D	7326
	FTX118T0P7	7324
	FTX1515Y09C	NONE
	FTX1453T14W	NONE
	FTX1515T099	NONE
	FTX1504N1EK	NONE
	FTX1118T0Q8	7325
	FTX1515T098	NONE
	FTX1446N1UL	NONE
	FTX1515T09B	NONE
	FTX1009T09Z	7058
	FTX1136T19K	7327

Dell laptop batteries	NONE	NONE	Total 8
Dell floppy drives	NONE	NONE	Total 15
Meraki outdoor wireless mesh router	NONE	NONE	Total 8

Mr. Schneider asked what happens with the technology now that it has been deemed surplus with no value. Mr. Potrzeba, Technology Supervisor, replied a company from Rochester, New York comes for the equipment and the district is paid \$.16 per pound. There were no further questions, comments, or discussion, and the motion carried unanimously.

#### **F. Approve Co-Curricular Activity Request - Spanish Club**

On a motion made by Kenneth Aikens, seconded by Tammy Neumann, the Board of Education approved a request from the Spanish Club to continue the school exchange program in Spain; and the Board of Education approved a request from the Spanish Club to travel to Spain to the School "Colegio Maravillas" May 14, 2020, to May 24, 2020; and the Board of Education approved a request from the Spanish Club to provide a school bus to transport the members to and from JFK airport; and the Board of Education approved the request from the Spanish Club to cover the cost for substitute teachers for Mrs. Tucker and Mrs. Avila.

It was noted that Mr. Roger Hall will be the third chaperone. He will be appointed as a volunteer at next month's Board of Education meeting. It was noted that Mr. Hall is well-known in the community. He previously held a New York State teaching certificate in Spanish, but chose a different career. There were no further questions, comments, or discussion, and the motion carried unanimously.

#### **G. Resolution to Destroy 2018 Official Ballots**

On a motion made by Elizabeth Huneke, seconded by Mark Schneider, the Board of Education approved the following resolution to destroy the 2018 Official Ballots; WHEREAS, Pursuant to Education Law 2034(6)(b) that six months have elapsed since the May 2018 school board election and budget vote; and WHEREAS, upon the information and belief of the Board of Education, there have been no challenges or proceedings commenced; NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Delaware Academy Central School District at Delhi does and hereby authorizes the District Clerk to unseal and open the wooden ballot boxes and destroy the official ballots contained therein, together with the unused ballots; if any.

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

#### **H. Permission to Issue Proof of Insurance**

On a motion made by Tammy Neumann, seconded by Elizabeth Huneke, the Board of Education approved a request from Mr. Seth Haight to issue a proof of insurance for the Delaware Academy 5th and 6th grade students to participate in a basketball tournament to take place on February 9, 2019, at Bainbridge-Guilford Central School District and February 23, 2019, at Unatego Central School District. There were no questions, comments, or discussion, and the motion carried unanimously.

#### **I. Discussion - Potential Movie Production Opportunity**

The administration at Delaware Academy Central School District at Delhi was approached with an opportunity to have a movie produced at the school district. The movie is titled "Student Body" and it is a horror movie. The producers are looking at potential school districts to use for the filming. There was a brief discussion, and the Board of Education agreed to meet with the Writer, Lee Ann Hoover, to discuss the opportunity further. The Board directed Mr. Thomson to contact Ms. Hoover and ask her to come to the district to meet face-to-face with the Board of Education to answer any questions they may have. Mr. Thomson will set a date with Ms. Hoover and get back to the Board.

Note: As of the writing of these minutes, the producer chose another location to shoot the film.

### **13. Public Comments**

#### **A. The Public May Address the Board**

President, Jay Wilson opened the floor to public comments.

Mr. Bill Bartlett, Buildings and Grounds Supervisor asked the Board to send him feedback on the plans for the capital project.

There were no further public comments. The Board thanked Mr. Bartlett for his comment.

### **14. Other Discussion**

#### **A. Board Comments:**

Mr. Schneider reported he and other Ad-Hoc Pre-Kindergarten Committee members have visited with neighboring providers and other school districts to learn how they operate their Pre-K programs. He stated it is now time to have discussions on how to use the knowledge they've gathered to use it for Delaware Academy. He said his key takeaway was we need to know what we want to accomplish. Is it important for a child to participate, or not participate in the academic introduction and the social environment prior to entering kindergarten. He said his goal is 100% penetration to offer programs to students. They spoke to area pre-K providers who have provided services to this age group for a long time. If Delaware Academy were to start a Pre-K program, it would hurt their existence. In his opinion, the Board should work with existing providers and work collaboratively. Perhaps focus on a wrap-around program.

Mrs. Kelly agreed with Mr. Schneider that it was an eye-opener to visit area programs. Their focal point was the six major providers in the area. She liked visiting the YMCA program that offers early morning and late afternoon services to parents. She is concerned with the segment of providers we don't hit. She was on the fence about Pre-K, but now she sees a need for the program. She would like us to be creative with our money.

Mr. Schneider stated it is critical to identify and provide early intervention to students. There is a certain curriculum needed for those students. There is also a financial concern. There would be a need to meet with teachers that would inherit students from these

programs for their opinions. He thanked the Board of the opportunity to serve on this committee.

Tammy Neumann reported:

The policy committee met on Friday, January 25, 2019. Topics included:

- Mr. Potrzeba joined the meeting for the purpose of reviewing the internet policy.
- The committee also touched on a possible disaster planning policy. We will need to identify the critical functions needed to continue to run our facilities given a disaster. Mr. Potrzeba will look into it further. Mr. Potrzeba informed the Board that this topic should be discussed at a Cabinet-level to set steps to follow should we lose our resources.
- The committee reviewed policies #21-30 and there are a few minor changes. Those changes will be shared with the Board in the near future.
- The committee went back to policy #59 - Non-Resident Policy. The committee recommends the Board strikes the words "full-time" employee, and have the policy state "any child of an employee." The committee also recommended the policy be monitored by the superintendent and business administrator.

Mr. Schneider encouraged Mr. Thomson to speak to the public to address the procedures for scheduling closings and the risks of unnecessary closings. He also requested Mr. Thomson address the issue in the form of a newsletter. Mr. Thomson informed the Board and those present at tonight's meeting that the process begins very early in the morning with him and Mr. Verspoor, Transportation Supervisor consulting with each other via telephone. Mr. Verspoor is in contact with the five townships asking for their status and recommendations. The Delaware Academy school district covers 192 miles. Mr. Thomson stated we start earlier due to so many commuters, and some buses leave the district at 6:30 a.m. so we need to make an early decision. Mr. Thomson stated he will always err on the side of caution when making the decision to close due to weather. The Board recommended Mr. Thomson communicate the process to the community.

#### **15. Enter Executive Session**

On a motion made by Elizabeth Huneke, seconded by Lucy Kelly, the Board of Education entered Executive Session to review the history of a particular employee, with no action to be taken, at 9:52 p.m.

#### **16. Leave Executive Session and Adjourn Meeting**

On a motion made by Mark Schneider, seconded by Elizabeth Huneke, the Board left Executive Session and adjourned the Regular Meeting at 10:57 p.m.

Respectfully submitted,

Susan J. Temple  
District Clerk