

Delaware Academy Central School District at Delhi
2 Sheldon Drive
Delhi, NY 13753

MEETING MINUTES

Regular Meeting of the Board of Education

Date: August 29, 2016

Members Present: Glenn Nealis, Tammy Neumann, Elizabeth Huneke, Lucy Kelly, Jay Wilson, and Seth Haight (arrived at 7:30 p.m.)

Absent: Dr. Thomas Flanders

Others Present: Jason D. Thomson, Superintendent, Bruce McKeegan, School Attorney and several members of the community and staff.

President, Glenn Nealis called the Regular Meeting of the Board of Education of the Delaware Academy Central School District at Delhi to order with the Pledge of Allegiance at 6:01 p.m.	Call to Order
On a motion made by Trustee, Elizabeth Huneke, seconded by Vice President, Tammy Neumann, the Board entered Executive Session to discuss the Cross Country Program and Home School Extra-Curricular Participation, with no action to be taken, at 6:02 p.m.	Enter Executive Session
On a motion made by Trustee, Jay Wilson, seconded by Vice President, Tammy Neumann, the Board left Executive Session at 7:07 p.m.	Leave Executive Session
President, Glenn Nealis called the Open Session of the Regular Meeting of the Board of Education to order with the Pledge of Allegiance at 7:08 p.m.	Call to Order with Pledge of Allegiance
On a motion made by Trustee, Elizabeth Huneke, seconded by Vice President, Tammy Neumann, the Board appointed Ms. Nancy Hein as District Clerk Pro Tem for the duration of the August 29, 2016 Board of Education meeting.	Appoint District Clerk Pro Tem
Presentations -	Presentations -
Ms. Gayle Wheeler, introduced the new Delaware Academy Central School District at Delhi Bulldog Mascot, Mac. Ms. Wheeler is the owner.	Introduction - New Bulldog Mascot
On a motion made by Trustee, Lucy Kelly, seconded by Vice President, Tammy Neumann, the Board of Education approved the new Bulldog Mascot, Mac. Ms. Gayle Wheeler, Owner, will place Mac in all the required programs, at her cost, to prepare Mac for his new role as Delaware Academy's mascot. There were no questions, comments or discussion, and the motion carried unanimously. The Board thanked Ms. Wheeler for introducing Mac to everyone.	
Ms. Ro Avila, Teacher, and Ms. Lizz Browne, Former Student, brought forth a proposal to start a writing workshop titled "The (K)indred Experiment)." "The goal of The (K)indred Experiment is to expose students to the diversity of Science Fiction literature and encourage a discussion of how the ideas of Science Fiction can be applied to the world with which the student is familiar. Students will be guided in creating their own science fiction story from the ground up, which will then be used as a diving board for related artistic endeavors such as acting and cinematography. The program will culminate in a	Proposal - The (K)indred Experiment (K)indred Experiment continued

<p>public presentation of the students' accomplishments.” The (K)indred Experiment will meet once every two weeks, after school, from 3-4:30 p.m. in Ms. Avila's classroom in the 6th grade pod.</p> <p>The Board approved the workshop and thanked Ms. Avila and Ms. Browne for their presentation.</p> <p>Public Comments -</p> <p>Ms. Avila asked if She and Ms. Browne needed Board approval for the workshop. Mr. Thomson replied they did not need approval.</p> <p>Routine Matters -</p> <p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Elizabeth Huneke, the Board of Education approved the Organizational Meeting Minutes of July 11, 2016 as presented.</p> <p>A brief discussion was held regarding wording in the Regular Minutes of July 11, 2016 regarding the approval of a Harmony for Humanity Club. The Board approved the Regular Meeting Minutes of July 11, 2016 with a correction to the wording as follows:</p> <p>Remove the words “The Board approved the club” and revise the minutes to read: “The Board approved the club, a voluntary common read initiative, and a mentored blog.”</p> <p>There were no questions, comments, or further discussion, and the motion carried unanimously.</p> <p>On a motion made by Vice President, Tammy Neumann, seconded by Trustee, Lucy Kelly, the Board of Education accepted the AL Kellogg Morgan Stanley Report and Treasurer's Report for the period dated June 1-30, 2016, and July 1-31, 2016 as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.</p> <p>Personnel Recommendations:</p> <p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Jay Wilson, the Board of Education approved the following personnel recommendations by the Superintendent pending fingerprint clearance as follows:</p> <p>Retirement:</p> <ul style="list-style-type: none"> • <i>Reynolds, Teresa, Elementary Teacher, Effective August 31, 2016</i> <p>Resignations:</p> <ul style="list-style-type: none"> • <i>Shaw, Jodi, Elementary Teacher, Effective June 30, 2016</i> • <i>Stanczyk, Robert, Custodial Worker, Effective August 31, 2016</i> <p>Provisional Appointments Awaiting Civil Service Exam:</p> <ul style="list-style-type: none"> • <i>Soule, Courtney, Sr. Clerk / CSE Secretary, Provisional Awaiting Civil Service Exam, 11 Month (10 month + 20 days), Effective Retroactive to August 11, 2016, Salary as per DESSA Agreement.</i> <p>Rescind Appointment for Leave Replacement:</p> <ul style="list-style-type: none"> • <i>Rescind motion made on June 13, 2016 as follows: Pawluk, Michaela, Elementary Teacher to cover a one year leave of absence, Effective September 1, 2016 through June 30, 2017, Certification Area: Early Childhood Education (B-2), Initial, Childhood Education (Gr. 1-6), Initial, Salary as per DAFA Agreement.</i> 	<p>Public Comments -</p> <p>Avila</p> <p>Routine Matters</p> <p>Approve Minutes</p> <p>Accept Financial Reports</p> <p>Personnel -</p> <p>Retirement Reynolds</p> <p>Resignations Shaw Stanczyk</p> <p>Provisional Soule</p> <p>Rescind Appoint for LOA</p>
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<p>Probationary Appointments:</p> <ul style="list-style-type: none"> • <i>Aitken, Kacie, Aide pending LTA certification (in progress), Probationary period: September 1, 2016 to March 23, 2017, Salary as per DESSA Agreement.</i> • <i>Pawluk, Michaela, Elementary Teacher, Full Time, 10 Month, Tenure Area: Elementary, Certification Area: Early Childhood Education (B-2), Initial Childhood Education (Gr. 1-6), Initial, Salary as per DAFA Agreement, Probationary Period Effective: September 1, 2016 - June 30, 2020. 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.</i> • <i>Schriver, Lynn, Bus Driver, Probationary Period: August 29, 2016 through March 13, 2017, Salary as per CSEA Agreement.</i> • <i>Spangenberg, Colin A., Custodial Worker, Probationary Period: August 23, 2016 through February 21, 2017, Salary as per CSEA Agreement.</i> • <i>Verspoor, Amy, Licensed Teaching Assistant, MS/HS, Probationary Period: September 1, 2016 to March 23, 2017, Salary as per DESSA Agreement.</i> <p>Leave Replacement:</p> <ul style="list-style-type: none"> • <i>Barnes, Chad, Leave Replacement, School Counselor, Elementary, Certification Area: School Counselor K-12, Provisional, Effective September 1, 2016 to on or about November 28, 2016.</i> • <i>Piurowski, Rose E., Leave Replacement, Licensed Teaching Assistant, HS, Effective September 1, 2016 through December 31, 2017, Salary as per DESSA Agreement.</i> <p>Rescind Mentor Appointment:</p> <ul style="list-style-type: none"> • <i>Rescind May 23, 2016 appointment as follows: Baxter, Clifford, Mentor to Anthony Mucciario, September 1, 2016 to June 30, 2017.</i> <p>Mentor Appointment:</p> <ul style="list-style-type: none"> • <i>Bruce, Todd, Mentor to Anthony Mucciario, September 1, 2016 to June 30, 2017.</i> <p>Permanent Appointment:</p> <ul style="list-style-type: none"> • <i>Shultz, Carey, Business Manager, Effective: August 30, 2016</i> <p>Substitute Appointments Pending Fingerprint Clearance - September 1, 2016 through June 30, 2017:</p> <ul style="list-style-type: none"> • <i>Albright, Kathleen, Instructional</i> • <i>Bruno, Debra, Non-Instructional</i> • <i>Clark, Jessica, Instructional</i> • <i>MacNeill, Sarah J., Nurse</i> • <i>Neumann, Shawn, Instructional</i> <p>Revise Wording on Established Substitute Pay Rates for 2016-2017: Instructional Substitutes: Retired DA Teachers: \$110.00 per day Teacher: \$95.00 per day Long Term Teaching Sub: \$120.00 per day Teacher Assistant: \$80.00 per day Tutor: \$25.23 per hour</p>	<p>Probationary - Aitken</p> <p>Pawluk</p> <p>Schriver</p> <p>Spangenberg</p> <p>Verspoor</p> <p>Leave Replacements - Barnes</p> <p>Piurowski</p> <p>Rescind Mentor Appt Baxter</p> <p>Mentor Appointment- Bruce</p> <p>Permanent - Shultz</p> <p>Substitutes - Albright Bruno Clark MacNeill Neumann</p> <p>Substitute Pay Rates-</p>
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<p>Non-Instructional Substitutes: Nurse: \$100.00 per day Teacher Aide: \$74.00 per day Food Services: \$9.00 per hour Bus Aide: \$9.00 per hour Custodian: \$10.00 per hour Bus Driver: \$23.00 per hour</p> <p>Volunteer Athletic Appointments 2016-2017 - Salary as per DAFA Agreement (Unpaid):</p> <ul style="list-style-type: none"> • <i>Darling, Katie, Soccer</i> • <i>Dreyfus, Matt, Football</i> • <i>Ennist, Matt, Football</i> • <i>Vickers, John, Varsity Boys Soccer</i> <p>Rescind Extracurricular Activity Appointment 2016-2017, Salary as per DAFA Agreement:</p> <ul style="list-style-type: none"> • <i>Rescind July 11, 2016 appointment as follows: Haight, Erin, Honor Society, Step V</i> <p>Other:</p> <ul style="list-style-type: none"> • <i>Extend motion for Courtney Fairbairn to serve as CSE Consultant, Per Diem, not to exceed five days, effective July 1, 2016 through September 30, 2016.</i> <p>There were no questions, comments, or discussion, and the motion carried unanimously.</p> <p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Elizabeth Huneke, the Board of Education accepted the CSE Recommendations as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.</p> <p>Departmental Reports - Ms. Laurie Alberti, 6-12 Principal reported:</p> <ul style="list-style-type: none"> • All APPR scores are in the system • From the data retreat - analyzing data • Weighted grades letters go to parent tomorrow - thanked the Board for their support • Handbook is complete for the BOE to approve tonight • Our student and teacher planners are in • Tomorrow night is the 6th grade orientation • Wednesday is the new employee orientation • Thursday she will be in Norwich to plan the principal meeting topics for the upcoming school year • Spanish students arrive this weekend • Our Foreign exchange student from Japan is here • She is currently working on securing law enforcement for lockdown drills • Getting ready for students. <p>The Board thanked Ms. Alberti for her report.</p> <p>Mr. Bill Bartlett, Buildings and Grounds Supervisor reported: It has been a good summer and his department is wrapping up the cleaning and maintenance items. Projects completed include:</p> <ul style="list-style-type: none"> • Three hot water heaters were installed • Concrete poured next to the middle school cafeteria • High School office refurbished • Set up a bathroom for the English wing • Added to the portable partitions for the elementary recess area to make it quieter for Mrs. Pringle's room 	<p>Volunteer Appointments - Darling Dreyfus Ennist Vickers</p> <p>Rescind Extracurricular Appt - Haight</p> <p>Other - Fairbairn</p> <p>CSE Recommendations</p> <p>Reports - MS/HS</p> <p>Buildings & Grounds</p>
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<ul style="list-style-type: none"> • Painting of high school stairwell. <p>The Board thanked Mr. Bartlett for his report.</p> <p>Ms. Christine Miller, Food Service Supervisor reported:</p> <ul style="list-style-type: none"> • July 9th and 10th - Kindergarten Screening • July 22nd - Nutrikids Rollover • July 25th - Kindergarten Roundup and Transportation Refresher Course Dinner • July 25th and 26th attended Procurement Training in Syracuse with Mr. Shultz • July 31st - New Teacher Orientation <p>The Board thanked Ms. Miller for her report.</p> <p>Mr. William Petrilli, CSE Chairperson reported:</p> <ul style="list-style-type: none"> • It has been a fairly smooth transition from Ms. Fairbairn's leaving. He's had several meetings over the summer and will report to the Board at the September meeting. • He informed the Board that he would like to head a committee to solidify the district's RTI and AIS programs and hopefully publish a document on the website. • He spoke of a Summer Academy concentrating on pre-teaching (TITLE 1 funding) with the elementary staff. <p>The Board thanked Mr. Petrilli for his report.</p> <p>Policy Review: The Board held the second reading of the following policies:</p> <ul style="list-style-type: none"> • #24 Internet Protection • #28 Code of Conduct - Plain Language Version • #28 Code of Conduct • #29 Child Abuse • #31 Investment Policy • #32 Purchasing • #33 Personal Property Accountability Policy Enacted in Accordance with Commissioners Regulation 170.3 (i) • #34 Pest Management Policy • #35 Unsafe School Choice Procedures • #43 Petty Cash Fund Policy • #45 Fixed Asset Policy • #46 Disposal of District Property • #49 Extra Classroom Activity Funds • #52 Participation by Home Schooled Students in Extracurricular Activities • #58 Bloodborne Pathogens • #59 Admission of a Non-Resident Student • #60 Non-Resident Tuition Policy <p>Prior to the adoption of the above policies a public hearing will be held for public input for the appropriate policies. There were no questions, comments, or discussion, and the motion carried unanimously.</p> <p>New Business -</p> <p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board of Education accepted the first and final installment of an October 2015 grant in the amount of \$500.00 from the O'Connor Foundation to the Delaware Academy Central School District at Delhi to be used toward the cost of purchasing daffodil bulbs for a living</p>	<p>Food Service</p> <p>CSE Chairperson</p> <p>Policy Review</p> <p>New Business -</p> <p>Accept Grant - O'Connor</p>
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<p>memorial at the school. There were no questions, comments, or discussion, and the motion carried unanimously.</p> <p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Seth Haight, the Board of Education approved the Real Property Taxes with the following resolution:</p> <p>WHEREAS, the Board of Education of Delaware Academy Central School District at Delhi authorizes a sum of \$9,144,098.00 for school taxes 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</p> <p>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 6, 2016 and end November 11, 2016, giving the warrant an effective period of 65 days at the expiration at which time the Tax Collector shall make an accounting in writing to the Board of Education;</p> <p>AND IT IS FURTHER DIRECTED the delinquent tax penalties shall be fixed as follows: September 06 - October 05, 2016 - no penalty, October 06 - November 04, 2016 - 2% penalty added, November 05 - November 11, 2016 - 3% penalty added.</p> <p>A roll call vote was taken with the results being 6 in favor, 0 not in favor, and one absent. The motion carried unanimously. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Approve Real Property Taxes 2016-2017</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board approved a transportation contract between Delaware Academy Central School District and the DCMO BOCES for field trips at \$3.50 per mile for the periods July 1, 2016 through August 31, 2016 and September 1, 2016 through June 30, 2017. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Approve Transportation Contract - DCMO BOCES</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Lucy Kelly, the Board approved a lease agreement between the Delaware Academy Central School District at Delhi and Delaware Opportunities Head Start Program. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Approve Lease Agreement - Head Start Program</p>
<p>On a motion made by Trustee, Lucy Kelly, seconded by Trustee, Jay Wilson the Board approved a resolution for a school tax refund in the amount of \$376.00 to be issued to George and Cheryl Flavell. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Approve School Tax Refund</p>
<p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Elizabeth Huneke, the Board approved a request from the German Club for an advancement from available club funds in the amount of \$3,000.00 to use to purchase items such as subway and train tickets, museum passes, dining expenses, and any other unforeseen expenses during their trip to Berlin in September 2016. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Approve Advance to German Club</p>
<p>On a motion made by Vice President, Tammy Neumann, seconded by Trustee, Jay Wilson, the Board approved the 2016-2017 MS/HS Student Handbook as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Approve 2016-2017 MS/HS Student Handbook</p>
<p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Jay Wilson, the Board approved the Delaware Academy Central School District at Delhi's District-Wide School Safety Plan for 2016-2017. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Approve District-Wide Safety Plan 2016-2017</p>

<p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Jay Wilson, the Board of Education awarded a bid to supply Milk to Delaware Academy Central School District at Delhi to Instant Whip for the academic school year 2016-2017, and the bid to supply Ice Cream supplies for the academic school year 2016-2017 was awarded to Huff Ice Cream. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Award Bids - Milk / Ice Cream</p>
<p>On a motion made by Trustee, Lucy Kelly, seconded by Trustee, Jay Wilson, the Board approved a request from the middle school English department to discard the attached list of books as they are out of date. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Approve Excess Items - Books</p>
<p>Other Discussion - Vice President, Tammy Neumann welcomed the new employees to the district.</p>	<p>Other Discussion - Neumann</p>
<p>Trustee, Elizabeth Huneke thanked all the employees for their hard work over the summer.</p>	<p>Huneke</p>
<p>Trustee, Jay Wilson congratulated Mr. Brian Rolfe on becoming the co-president of the DAFA Unit.</p>	<p>Wilson</p>
<p>Public Comments - President, Glenn Nealis opened the floor for public comments. There were no comments.</p>	<p>Public Comments - None</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Elizabeth Huneke, the Board entered Executive session to discuss personnel items, with no action to be taken, at 8:18 p.m.</p>	<p>Enter Executive Session</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board left Executive Session, entered Open Session, and adjourned at 9:50 p.m.</p>	<p>Leave Executive Session and Adjournment</p>
<p>Respectfully submitted,</p> <p>Nancy Hein District Clerk Pro Tem Attachment</p>	