

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

**MEETING MINUTES**

**Regular Meeting of the Board of Education**

**Date:** February 27, 2017

**Members Present:** Tammy Neumann, Jay Wilson, Elizabeth Huneke, Lucy Kelly, Glenn Nealis arrived at 7:00 p.m. and Seth Haight arrived at 7:10 p.m.

**Absent:** Dr. Thomas Flanders

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

<p>Vice President, Tammy Neumann, called the Regular Meeting of the Board of Education of the Delaware Academy Central School District at Delhi to order at 6:06 p.m.</p>	<p>Call to Order</p>
<p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Lucy Kelly, the Board of Education entered Executive Session to discuss the food service program, teacher input for budget purposes, and a contractual issue, with no action to be taken, at 6:07 p.m.</p>	<p>Enter Executive Session</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Elizabeth Huneke, the Board of Education left Executive Session at 7:01 p.m.</p>	<p>Leave Executive Session</p>
<p>President, Glenn Nealis, called the Open Session of the Regular Meeting of the Board of Education to order with the Pledge of Allegiance at 7:07 p.m.</p>	<p>Call to Order With Pledge of Allegiance</p>
<p><b>Presentations -</b></p>	<p><b>Presentations</b></p>
<p><b>CTEP Programs -</b> Ms. Losie and Ms. Sherman gave a brief update to the Board of Education on the accomplishments, challenges, and successes of the College Technical Educational Program (CTEP). Students from the CTEP program, Molly Sherman, Kayla Komosinski, Hunter Hitchcock, Kendra Ackerly, Delmar Crim, Michael Cordillo, and Cedar Eagle Road, were present and spoke with the Board of Education about their experiences.</p>	<p>CTEP Programs</p>
<p>Ms. Molly Sherman baked two cakes (Chocolate Raspberry Red Wine, and Ferrero Rocher Hazelnut) to serve as refreshments. A short break was taken for refreshments.</p>	
<p>The Board of Education thanked Ms. Losie, Ms. Sherman and all of the students for their presentation.</p>	
<p><b>Spanish Club Update -</b> Ms. Brittany Tucker, Spanish Teacher, brought forth a request to the Board of Education to approve the Spanish Club to travel to Spain in May, 2018. Ms. Tucker informed the Board of Education that the Spanish Club wishes to change the school venue. The club will travel to the school “Colegio Maravillas” in 2018. The students will receive full accreditation from the new school and it is hoped it will enhance the student’s experiences. The dates the club chose for travel to Spain were made so they can avoid missing AP exams, prom, and the Memorial Day parade.</p>	<p>Spanish Club</p>

<p>On a motion made by Trustee, Elizabeth Huneke, seconded by Vice President, Tammy Neumann, the Board of Education approved a request from the Spanish Club to travel to Spain, May 17, 2018 through May 27, 2018, and the district will provide transportation and the cost of substitute teachers for Ms. Tucker and Mr. Baxter. There were no questions, comments, or discussion, and the motion carried unanimously.</p> <p><b>People Who Care After Prom Committee</b> - Ms. Robin Hultaneous brought a proposal before the Board of Education to hold an After Prom Party at Delaware Academy Central School District at Delhi immediately following this year's prom. The prom ends at midnight. The students would be given time to change their clothes and report to the After Prom Party that starts at 12:30 a.m. - 3:30 a.m. The committee proposes to use the high school gym, the middle school gym, the auxiliary gym, and the auditorium. All other areas of the school would be off limits and monitored. The committee doesn't foresee any problems keeping this area contained. Students planning to attend the After Prom Party would be required to have attended the Prom. No students will be allowed to leave the party early without a member of the committee placing a phone call to the parents first to inform them of the student's plans. There will be chaperones present at all times. The party will be held in conjunction with the Delhi Rotary Club and the Rotary will cover the insurance.</p> <p>A brief question and answer session was held.</p>	<p>Approve Spanish Club Travel to Spain in 2018</p> <p>People Who Care After Prom Committee</p>
<p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Elizabeth Huneke, the Board of Education approved a request from the People Who Care After Prom Committee to proceed with plans to hold an After Prom Party at Delaware Academy Central School District at Delhi that will coincide with the 2017 Jr. Prom. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Approve Request from People Who Care After Prom Committee</p>
<p><b>Public Comments -</b></p> <p>President, Glenn Nealis, opened the floor to public comments. There were no public comments.</p>	<p><b>Public Comments</b></p>
<p><b>Routine Matters -</b></p> <p>On a motion made by Trustee, Jay Wilson, seconded by Vice President, Tammy Neumann, the Board of Education approved the Minutes of the Special Board of Education Meeting held on January 19, 2017 and the Regular Board of Education Meeting held on January 23, 2017 as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p><b>Routine Matters</b></p> <p>Approve Minutes</p>
<p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Jay Wilson, the Board of Education accepted the AL Kellogg, Morgan Stanley Report for the period dated December 1-31, 2016 and the December 2016 Treasurer's Report as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Accept Financial Reports</p>
<p><b>Personnel Recommendations -</b></p> <p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Elizabeth Huneke, the Board of Education approved the following personnel recommendations by the Superintendent pending fingerprint clearance:</p> <p><b>Retirements:</b> No retirements for February 2017</p>	<p><b>Personnel Recommendations</b></p>

<p><b>Resignations:</b></p> <ul style="list-style-type: none"> <li>• Simmons, Holly, RN, Effective March 3, 2017</li> </ul> <p><b>Provisional Appointments Awaiting Civil Service Exam:</b> No provisional appointments for February 2017</p> <p><b>Probationary Appointments:</b></p> <ul style="list-style-type: none"> <li>• Spangenberg, Colin, Custodial Worker, Extend probationary period from February 21, 2017 to May 22, 2017.</li> </ul> <p><b>Leave Request:</b> No leave requests for February 2017</p> <p><b>Permanent Appointments:</b></p> <ul style="list-style-type: none"> <li>• Aitken, Kacie, LTA, Effective March 23, 2017</li> <li>• Petrilli, William, CSE Chairperson, Effective February 6, 2017</li> <li>• Schriver, Lynn, Bus Driver, Effective March 13, 2017</li> <li>• Verspoor, Amy, LTA, Effective March 23, 2017</li> </ul> <p><b>Change in Position:</b> No change in position for February 2017</p> <p><b>Substitute Appointments Pending Fingerprint Clearance - February 28, 2017 through June 30, 2017:</b></p> <ul style="list-style-type: none"> <li>• Daly, Kelly, Custodial Worker</li> <li>• Havens, Dale, Bus Driver, Effective retroactive to February 10, 2017</li> <li>• Outterson-Murphy, Sarah, Instructional</li> </ul> <p><b>Long Term Substitute:</b></p> <ul style="list-style-type: none"> <li>• Branigan, Patricia, Spanish Teacher, Certification: Spanish 7-12, Certification type: Permanent, Effective April 1, 2017 through June 22, 2017.</li> </ul> <p><b>Extracurricular Activity Appointments 2016-2017, Salary as per DAFA:</b> No extracurricular appointments for February 2017.</p> <p><b>Athletic Appointments 2016-2017, Salary as per DAFA Agreement Unless Otherwise Specified:</b></p> <ul style="list-style-type: none"> <li>• Cipperly, Robbin, Girls JV Softball, Spring 2017, Step III</li> </ul> <p><b>Volunteer Appointments:</b> No volunteer appointments for February 2017</p> <p>There were no questions, comments, or discussion, and the motion carried unanimously.</p> <p>On a motion made by Vice President, Tammy Neumann, seconded by Trustee, Jay Wilson, the Board of Education approved CSE recommendations for February 2017 as submitted. There were no questions, comments, or discussions, and the motion carried unanimously.</p> <p><b>Departmental Reports -</b></p> <p>Ms. Julie Mable, Elementary Principal reported:</p> <ul style="list-style-type: none"> <li>• They've started iready testing</li> <li>• On February 10<sup>th</sup>, a presentation was held by local law officials titled "Run,</li> </ul>	<p><b>Resignations</b> Simmons</p> <p><b>Probationary Appts.</b> Spangenberg</p> <p><b>Permanent Appts.</b> Aitken Petrilli Schriver Verspoor</p> <p><b>Substitutes</b>  Daly Havens Outterson-Murphy</p> <p><b>Long Term Sub</b> Branigan</p> <p><b>Athletic Appointment</b>  Cipperly</p> <p><b>Approve CSE Recommendations</b></p> <p><b>Departmental Reports</b>  Elementary</p>
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<p>Hide, Fight.” We received good feedback and requests from staff for similar training.</p> <p>The Board thanked Ms. Mable for her report.</p> <p>Ms. Laurie Alberti, MS/HS Principal reported:</p> <ul style="list-style-type: none"> <li>• On February 16<sup>th</sup> she attended the Principal’s meeting in which the new process for submitting the Building Level Emergency Response plans were discussed</li> <li>• She will be attending the National Conference in Savannah, Georgia for Principals this Saturday through Wednesday. She will return on Thursday.</li> </ul> <p>The Board thanked Ms. Alberti for her report.</p> <p>Mr. Carey Shultz, Business Manager reported:</p> <ul style="list-style-type: none"> <li>• He’s working on the budget and anticipates it will be completed next week</li> <li>• They have not received any word on the CWC Grant yet.</li> </ul> <p>The Board thanked Mr. Shultz for his report.</p> <p>Mr. William Petrilli, CSE Chairperson reported:</p> <ul style="list-style-type: none"> <li>• Mr. Petrilli thanked the Board of Education for inviting him to attend the recent data retreat on February 17<sup>th</sup>. He has nothing further to add to the update at this time. If the Board needs clarification on any items, please refer to Mr. Thomson.</li> </ul> <p>The Board thanked Mr. Petrilli for his report.</p> <p>Mr. Luke Potrzeba, Technology Supervisor reported:</p> <ul style="list-style-type: none"> <li>• He discussed the Smart School Bond Act money and options for expenditures. He would like to hold future discussions so when the money is spent it is spent in the best possible way for our school district. A brief question and answer session was held.</li> <li>• Students have been struggling with the computers in the STEM / PLTW labs. The technology department was able to swap out computers within a day and had the labs back up and running with minimum time loss.</li> <li>•</li> </ul> <p>The Board thanked Mr. Potrzeba for his report.</p> <p>Mr. Gregg Verspoor, Transportation Supervisor reported:</p> <ul style="list-style-type: none"> <li>• Driver performance reviews are being conducted for the 27 drivers on the roster. Mr. Verspoor performs the reviews.</li> <li>• Annual review of driver records is being conducted</li> <li>• Mr. Verspoor linked in with the State DOT email system so he receives daily statuses and notifications on all of district’s drivers. The State is required by law to report any activity on the district’s license.</li> <li>• On February 10<sup>th</sup>, annual physicals were performed on drivers</li> <li>• He attended a NYAP Conference; he received legislative updates and updates for new hire requirements</li> <li>• Mr. Verspoor reported on a pilot program for bus drivers to do their road tests. NYSDOT is having a hard time finding testing sites. Mr. Verspoor informed the Board that the bus driver training is really extensive.</li> </ul> <p>The Board thanked Mr. Verspoor for his report.</p> <p>Mr. Jason D. Thomson, Superintendent reported:</p>	<p>MS/HS</p> <p>Business Manager</p> <p>CSE Chairperson</p> <p>Technology</p> <p>Transportation</p> <p>Transportation continued</p>
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<ul style="list-style-type: none"> <li>• He continues to reach out to SUNY Delhi and hold discussions to look for more collaboration for CTEP options. The CTEP program has far exceeded his expectations and he recommends Delaware Academy continue with the program.</li> <li>• On February 6<sup>th</sup>, Mr. Shultz, Ms. Avila, Mr. Rolfe and he met with two assemblymen and a senator to share Delaware Academy’s accomplishments. It is Mr. Thomson’s philosophy that the district receives better results when we take the time to meet one on one. Ms. Avila commented she thought the meetings were productive.</li> <li>• He will be attending a NYSCOSS conference this weekend through Tuesday, March 7<sup>th</sup>.</li> <li>• Mr. Thomson clarified for the public, the data retreat that has been discussed throughout the meeting. The retreat was held in the middle school library. The Board of Education reviews the goals and academic data provided by the administrators to show them what is working, what may not be working, review how we can do better, etc. Mr. Thomson gave the administration team kudos and stated they are an “incredible team.”</li> </ul>	<p>Superintendent</p>
<p>The Board thanked Mr. Thomson for his report.</p>	
<p><b>New Business -</b></p>	
<p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Lucy Kelly, the Board of Education approved a request from the Library to remove the attached list of books from use as they are damaged, out-of-date, or lost. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p><b>New Business</b></p> <p>Approve Request - Remove Books from Use</p>
<p><b>Public Comments -</b></p>	
<p>President, Glenn Nealis, opened the floor to public comments. There were no public comments.</p>	<p><b>Public Comments</b></p>
<p><b>Other Discussions -</b></p>	
<p>Trustee, Lucy Kelly, commented she was very pleased with the data retreat. The hard work the department heads put in showed in many areas.</p>	<p><b>Other Discussion</b></p> <p>Kelly</p>
<p>Trustee, Lucy Kelly, congratulated the boys and girls varsity teams on their recent wins.</p>	
<p>Trustee, Elizabeth Huneke, thanked Ms. Losie and Ms. Sherman for their presentation and work on the CTEP program. She is really behind the program and wants to see it succeed. She appreciates all of their efforts.</p>	<p>Kelly</p> <p>Huneke</p>
<p>Trustee, Seth Haight, commented about a recent article in the newspaper regarding graduation rates. He noted this is only one measure for success for schools and is highly subjective. He noticed that schools with more than 25 graduates did well and it didn’t go unnoticed that Delaware Academy had high cumulative results. Congratulations! Trustee, Tammy Neumann, commented she appreciated the CTEP program presentation. She is amazed at how far they’ve come in such a short time. Trustee Neumann stated the students are doing a fantastic job making the district proud.</p>	<p>Haight</p> <p>Neumann</p>
<p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Seth Haight, the Board of Education entered Executive Session to discuss a legal issue, with no action to be taken, at 8:26 p.m.</p>	<p>Enter Executive Session</p>

On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Jay Wilson, the Board of Education left Executive Session and adjourned the Regular Meeting at 10:20 p.m.

Respectfully submitted,

Susan J. Temple  
District Clerk

Attachment (Book list)

Leave Executive  
Session / Adjournment