

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

**MEETING MINUTES**

**Regular Meeting of the Board of Education**

**Date:** November 28, 2016

**Members Present:** Tammy Neumann, Jay Wilson, Elizabeth Huneke, Lucy Kelly, and Seth Haight arrived at 6:11 p.m.

**Absent:** Glenn Nealis, and 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 6:01 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 a real property litigation matter and parent and student concerns, with no action to be taken, at 6:02 p.m.</p>	<p>Enter Executive Session</p>
<p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Jay Wilson, the Board of Education left Executive Session at 6:58 p.m.</p>	<p>Leave Executive Session</p>
<p>Vice President, Tammy Neumann called the Open Session of the Regular Meeting of the Board of Education to order with the Pledge of Allegiance at 7:05 p.m.</p>	<p>Call to Order with Pledge of Allegiance</p>
<p><b>Presentations:</b></p>	<p><b>Presentations -</b></p>
<p><b>Computer Networking Program - Mrs. Piper</b></p>	<p>Computer Networking Program</p>
<p>Ms. Nancy Piper, Teacher for the Computer Networking Program, a program that is new to the district for the 2016-2017 school year, gave the Board of Education a brief update on the coursework she provides for her students. Ms. Piper informed the Board of Education that she is pleased with the program to-date and the students are doing very well. The instructional material she uses is an online program from Sysco Network Academy. The program is very similar to the program used at BOCES where the students do online work. Students also do hands-on tasks such as building computers from the bottom up. Ms. Piper administers quizzes and exams on a regular basis to monitor progress. She is investigating possibilities for internships for the students at local businesses. Ms. Piper has also provided time for the Delaware Academy students to coordinate a “Cyberpatriot Team” where the students compete in a cyber security competition. The competition takes place online from Delaware Academy and runs for six hours.</p>	
<p>A brief question and answer session was held. The Board thanked Ms. Piper for her presentation.</p>	

<p><b>Public Comments:</b></p> <p>Vice President, Tammy Neumann, opened the floor to public comments.</p> <p>Ms. Nancy Morley, Main Street, Delhi, New York addressed the Board of Education on behalf of a group of parents that were not able to be present at the meeting tonight. She informed those in attendance that a letter stating parent and student concerns was sent to the Superintendent and the Board of Education at an earlier date.</p> <p>Mr. Thomson, Superintendent, informed Ms. Morley that the Board of Education addressed the items listed in the letter she referred to in Executive Session. He stated Ms. Alberti will send a letter to the author addressing those concerns in the very near future.</p> <p>Ms. Morley also stated she is a volunteer to the district, as well as a grandparent. She wants the Board of Education to know that there is a lot of “bad talk” going on in the community about our school district. One of the items of conversation is regarding the way the District dealt with Advanced Placement course averages. The credit is not currently averaged in the student’s grades. This has caused many students to lose out on a \$1,000 scholarship that is locally offered. She said she’s heard the grades are being weighted differently from other school districts and that Delaware Academy is not going retroactive for the years with weighted grades. The scholarship requires the \$1,000 goes to a student in the top 10% of their class.</p> <p>Ms. Morley stated she worked in this district for many years in the special education department. She said she knows how it works - every student has a bad day and we need to treat students well, meaning tomorrow is another day and a fresh start.</p> <p>Ms. Morley informed the Board of Education that last spring she notified the district that she would not run the concession stand. The district didn’t find anyone to run the concession stand so she is still running the concession stand. She said she has five students that help her that have parents who have graduated from Delaware Academy, but we need to incorporate more parent involvement. She stated she’ll continue for the kids, but she is not going to stand back and be treated poorly. She requested the Board of Education’s assistance in finding help with the concession stand. She stated running the concession stand is not hard; however, the popcorn machine and hot dogs are hot and need parental or adult supervision.</p> <p>Ms. Morley asked for the Board of Education’s support as her granddaughter is being bullied. She commented that her granddaughter is a leader and does a lot of great things for the district. She referred to several articles from local newspapers regarding the good deeds of her granddaughter. She said the District should not let bullying continue. She stated as soon as the basketball season is over, she is done volunteering.</p> <p>The Board thanked Ms. Morley for her comments.</p> <p><b>Routine Matters -</b></p> <p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Elizabeth Huneke, the Board of Education approved the Minutes of the Regular Board of Education Meeting held on October 24, 2016 as submitted. There were no questions, comments, or discussion, and the motion passed unanimously.</p> <p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Seth Haight, the</p>	<p><b>Public Comments -</b></p> <p>Morley</p> <p><b>Routine Matters -</b></p> <p>Approve Minutes</p> <p>Accept Financial</p>
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<p>Board of Education accepted the A.L. Kellogg, Morgan Stanley Report for the period dated September 1-30, 2016, and the September 2016 Treasurer’s Report as submitted. There were no questions, comments, or discussion, and the motion passed unanimously.</p> <p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Elizabeth Huneke, the Board of Education approved the following recommendations by the Superintendent pending fingerprint clearance:</p> <p><b>Retirements:</b> No retirements for November 2016</p> <p><b>Resignations:</b> No resignations for November 2016</p> <p><b>Provisional Appointments Awaiting Civil Service Exam:</b> No provisional appointments for November 2016</p> <p><b>Probationary Appointments:</b> No probationary appointments for November 2016</p> <p><b>Leave Request:</b></p> <ul style="list-style-type: none"> <li>• Tucker, Brittany, Spanish Teacher, Personal, Paid / Unpaid, Anticipated Dates: March 7, 2017 through June 30, 2017 (Actual dates TBD)</li> </ul> <p><b>Leave Replacement:</b> No leave replacement appointments for November 2016</p> <p><b>Permanent Appointments:</b></p> <ul style="list-style-type: none"> <li>• Bender, Michelle, 1:1 Aide, effective November 21, 2016</li> <li>• Brown, Faith, Food Service Helper, effective November 21, 2016</li> <li>• Mostert, Crystal, Aide, effective November 28, 2016</li> </ul> <p><b>Increase in Salary:</b></p> <ul style="list-style-type: none"> <li>• DeBartolomeo, Nicholas, Increase salary in the amount of \$1600 retroactive to September 1, 2016</li> </ul> <p><b>Change in Position:</b> No change in position for November 2016</p> <p><b>Substitute Appointments Pending Fingerprint Clearance - November 29, 2016 through June 30, 2017:</b></p> <ul style="list-style-type: none"> <li>• Blu, Alice, Instructional</li> <li>• DellaCrosse, Polly, Instructional - Elementary</li> <li>• DeSantis-Burnett, Kristie, Instructional / Non-Instructional</li> <li>• Kaminsky, Stephen, Instructional</li> <li>• Morley, Nancy, Non-Instructional - Elementary</li> <li>• Morton, Leah M., Non-Instructional</li> <li>• Padovani, John III, Instructional / Non-Instructional</li> </ul> <p><b>Extracurricular Activity Appointments 2016-2017, Salary as per DAFA Agreement:</b> No extracurricular appointments for November 2016</p> <p><b>Athletic Appointments 2016-2017, Salary as per DAFA Agreement Unless Otherwise</b></p>	<p>Reports</p> <p>Personnel</p> <p>Leave Request Tucker</p> <p>Permanent Appointments Bender Brown Mostert</p> <p>Increase in Salary DeBartolomeo</p> <p>Substitutes Blue DellaCrosse DeSantis-Burnett Kaminsky Morley Morton Padovani</p>
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<p><b>Specified:</b> No athletic appointments for November 2016</p> <p>There were no questions, comments, or discussion, and the motion carried unanimously.</p> <p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board of Education approved the CSE recommendations for November 2016 as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.</p> <p><b>Departmental Reports:</b></p> <p>Ms. Laurie Alberti, MS/HS Principal reported:</p> <ul style="list-style-type: none"> <li>• The middle school guidance is working on our mentoring program and an academic growth group. She will ask them to present their progress at a future Board of Education meeting</li> <li>• Professional Development is going well; they had Character Ed planning; Item Analysis of Regents Exams, Discipline Practices that Work; Literacy Strategies and differentiation in the classroom (coming up); How to integrate math and science with our Maple production in curriculum in February and March; test anxiety and anxiety in general including self-harm</li> <li>• She has reached out to local law enforcement and requested Officer Murray to speak with our students interested in the law enforcement field. He has agreed to do this with our students.</li> <li>• All regents for January are ordered and 3-8 ELA, Math, and 8<sup>th</sup> science are ordered.</li> <li>• Report cards with weighted grades. Guidance has not received any complaints.</li> </ul> <p>The Board thanked Ms. Alberti for her report.</p> <p>Ms. Julie Mable, Elementary Principal reported:</p> <ul style="list-style-type: none"> <li>• The annual Halloween Costume Parade was held for elementary again this year. As always, the students really enjoy walking through the buildings.</li> <li>• The Veteran’s celebration was held again this year - decorations were displayed in the cafeteria and 2<sup>nd</sup> and 5<sup>th</sup> grade classes sang for the veterans</li> <li>• Daffodil planting for grades K-5 took place</li> <li>• She’s met with two families who are not currently attending Delaware Academy. One family lives in the district, one does not. She gave the families a tour and explained all that our district has to offer. Mr. Albright gave one family a tour of the middle/high school as they had children of that age group as well</li> <li>• Reading Specialists attended a two-day training and are going for follow up in CODE Knowledge to help us fill our phonics gap at the elementary level</li> <li>• ELA Committee is still trying to decide what to do to fill our gaps and needs in the coming years. She has contacted Dr. Lorie Ostrander at BOCES to perhaps provide us with some professional development in the area of ELA</li> <li>• She continues with observations of her staff</li> <li>• She’s interviewing for subs and an aide</li> <li>• Attended the NYSCATE Conference with Mr. Thomson and Mr. Potrzeba.</li> </ul> <p>The Board thanked Ms. Mable for her report.</p> <p>Mr. Jeff Ferrara, Athletic Coordinator reported:</p> <ul style="list-style-type: none"> <li>• They’ve wrapped up the fall sports season. All of the Coaches and Students did a great job overall. He stated it was an outstanding year for every sports team</li> </ul>	<p><b>CSE Recommendations</b></p> <p><b>Departmental Reports</b> MS/HS Principal</p> <p>Elementary Principal</p> <p>Athletic Coordinator Athletic continued</p>
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<ul style="list-style-type: none"> <li>• There is a request on tonight’s agenda to approve the Delaware Academy wrestling team to compete at an event at Cornell University, and for the team to see wrestling at a collegiate level after their events are over.</li> <li>• Basketball season starts tomorrow. All of the gyms will be full the entire week.</li> </ul> <p>There was a brief question and answer session with the Board of Education. The Board thanked Mr. Ferrara for his report.</p> <p>Mr. Carey Shultz, Business Manager reported:</p> <ul style="list-style-type: none"> <li>• Tax season is over - the district collected 89% of money due</li> <li>• Budget season to begin - they will begin reviewing contractual costs</li> <li>• The Business Office is busy with the ACA. There is a lot of detail necessary to complete the required report and it is due by December 31.</li> <li>• New furniture is in the elementary office thanks to money provided by a local senator. The old furniture was over 20 years old and in much need of replacement.</li> <li>• He has heard little discussion regarding state aide. He doesn’t expect any movement on the Foundation Aide, but does think the tax cap discussion will take place for a 2% tax cap. More information to follow as he receives it.</li> <li>• He is forming a safety committee together with Mr. Rick Shaw, Safety Coordinator at DCMO BOCES</li> <li>• He spoke to Blue Cross Blue Shield regarding the wellness program.</li> </ul> <p>Mr. Shultz provided the Building and Grounds report in the absence of Mr. Bartlett:</p> <ul style="list-style-type: none"> <li>• We are looking at a contract with a local consultant for the playing fields. They will recommend a maintenance program for our fields.</li> <li>• Scoreboards are repaired</li> <li>• Follow up to the lead testing in the water - still waiting for results. He will post the results to the website when we get them back.</li> <li>• Update on CWC Grant - the Apel Osborne Agreement should be submitted by Thursday and they feel confident we will receive up to \$400,000 in grant funds.</li> </ul> <p>The Board thanked Mr. Shultz for his report, and reporting for Mr. Bartlett in his absence.</p> <p>Ms. Christine Miller, Food Service Supervisor reported:</p> <ul style="list-style-type: none"> <li>• November 10 - Her department prepared the annual Veteran’s Breakfast with the culinary students</li> <li>• November 16 - Prepared pizza with Mrs. Boice’s classroom</li> <li>• November 29 - Featured pizzas from the culinary students on the menu</li> <li>• In December they will receive 500 lbs of locally purchased beef from Slope farms</li> <li>• Her department is busy with the varsity club and assisting in special events.</li> </ul> <p>The Board thanked Ms. Miller for her report.</p> <p>Mr. Bill Petrilli, CSE Chairperson reported:</p> <ul style="list-style-type: none"> <li>• In addition to the usual reports he submits, they continue with Rtl meetings. The middle school team met three times using various interventions. At the next middle school/high school meeting, they will sort out final particulars.</li> <li>• Professional Development to discuss Rtl - teachers worked in small groups. Their task is to think about a list of students that interventions will be useful for. Elementary team has a plan that is working - the middle school team will follow their lead. They have found that meeting once every four weeks is difficult and they are working on this.</li> </ul>	<p>Business Manager</p> <p>Buildings &amp; Grounds</p> <p>Food Services</p> <p>CSE Chairperson</p>
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<ul style="list-style-type: none"> <li>On November 29 they are hosting professional development for Delaware Academy staff members and several guests to discuss CDOS. The presenter is Dawn Kellenberg from ONC BOCES.</li> </ul>	CSE Chairperson continued
<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>Crome Books - they've had some issues, but the company sent someone from N.J. to come out; they are working and being used</li> <li>He attended the NYSCATE Conference. This laid groundwork for ideas such as space, how to look at classrooms and assess needs, etc. He commented it is always interesting to be able to network with others in the field and see how they work with students</li> <li>Working with Ms. Piper's class. He's been working with them to build cables.</li> <li>Going forward he is going to get out to talk to students to learn where the weaknesses and strengths lie. He would like to build awareness with the students on the likeliness of having their computers hacked. He's always looking at ways to make things better for the students and staff.</li> </ul>	Technology
<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>He hosted the annual DOT luncheon - they discussed closing procedures, updated data, etc. It was very successful.</li> <li>His department has spent a lot of time in training.</li> <li>Winter sports began so they are busy with transportation in that area.</li> </ul>	Transportation
<p>The Board thanked Mr. Verspoor for his report.</p>	
<p>Mr. Jason D. Thomson, Superintendent reported:</p> <ul style="list-style-type: none"> <li>He attended the NYSSBA Conference in Buffalo, New York with Ms. Kelly</li> <li>November 1st - students attended another "career exploration" visit to Sportsfield Specialties.</li> <li>November 2nd - ten students began a three week medical "career shadowing experience" with O'Connor Hospital.</li> <li>November 2nd - 2<sup>nd</sup> Open Superintendent's Meeting was held - no major issues to report</li> <li>November 10th - Veteran's Day Ceremony. This program has been very successful and very much appreciated by local veterans.</li> <li>The first mandatory lockdown was held.</li> <li>Mr. Thomson announced the Board is investigating the options and possibilities of open enrollment and they will follow up with more information at a later date.</li> <li>The Delaware Academy Treble Choir will be singing the National Anthem at a New York Mets game on Father's Day in 2017. Mr. Thomson congratulated students and staff!</li> </ul>	Superintendent
<p>The Board thanked Mr. Thomson for his report.</p>	
<p><b>Policy Review:</b></p> <p>The Board of Education held the second reading of suggested additions or changes to policies #3, Wellness Policy, #62, Fingerprinting of Prospective School Employees, and</p>	Policy Review

<p>#91, School Mascot policy. If there are no further suggested additions or changes, the Board of Education will plan to adopt these policies at its next regular meeting.</p>	<p><b>Policy Review Continued</b></p>
<p><b>New Business:</b></p>	<p><b>New Business</b></p>
<p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Elizabeth Huneke, the Board of Education approved a request from the athletic department to compete in a wrestling match on Sunday, January 22, 2017 at Cornell University and to stay after their event to watch the collegiate match at no cost to the district for tickets. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Permission to Attend Wrestling Match at Cornell University</p>
<p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Elizabeth Huneke, the Board of Education approved a request form Matt Krzyston and the Delhi Town Council to hold Open Family Gym Time on Sundays from 1:00 p.m. to 4:00 p.m. excluding holidays. The district will incur the cost. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Permission to Hold Open Gym Time</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 or out-of-date material. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Approve Removal of Library Books from Use</p>
<p><b>Other Discussion:</b></p>	<p><b>Other Discussion</b></p>
<p>Trustee, Jay Wilson commented that he enjoyed tonight’s presentation and hearing how teachers are moving our students forward by always looking for something new. He expressed his appreciation of their efforts.</p>	<p>Wilson</p>
<p>Trustee, Seth Haight asked if there is a way to place upcoming events on the website so it is more user friendly. He would like to see easier access to the sports events. Trustee Haight feels the events would be better promoted if the website were easier to use.</p>	<p>Haight</p>
<p>A brief discussion was held and Mr. Potrzeba will look into an immediate solution for this request. Mr. Ferrara commented the sports department will be addressing other software options once the current contract ends.</p>	
<p>Trustee, Lucy Kelly thanked the Board of Education for the opportunity to attend the NYSSBA Conference. She found it to be very helpful and inspiring.</p>	<p>Kelly</p>
<p>Vice President, Tammy Neumann commented she is thrilled for the opportunities for the students for career exploration because it allows them to see that they are not limited in their options in the area - nice experience for them.</p>	<p>Neumann</p>
<p><b>Public Comments:</b></p>	<p><b>Public Comments</b></p>
<p>Vice President, Tammy Neumann opened the floor for public comments.</p>	
<p>Mr. Brian Rolfe, DAFA Co-President asked who the Board member contact is for the DAFA Team? Vice President, Tammy Neumann replied it is she and Trustee, Lucy Kelly.</p>	<p>Rolfe</p>
<p><b>Upcoming Board of Education Meetings:</b></p>	<p><b>Next BOE Meeting</b></p>
<p>Regular Board of Education Meeting, Monday, December 19, 2016 at 6:00 p.m.</p>	<p>December 19, 2016</p>

<p>(anticipated Executive Session), Open Session at 7:00 p.m. in the High School Media Library Center.</p> <p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Elizabeth Huneke, the Board of Education entered Executive Session to discuss a personnel item, with no action to be taken, at 8:31 p.m.</p> <p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Jay Wilson, the Board of Education left Executive Session and adjourned the Regular Meeting at 9:50 p.m.</p> <p>Respectfully submitted,</p> <p>Susan J. Temple District Clerk</p> <p>Attachment (Books)</p>	<p>Enter Executive Session</p> <p>Leave Executive Session / Adjournment</p>
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