

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

MEETING MINUTES

Regular Meeting of the Board of Education

Date: December 19, 2016

Members Present: Tammy Neumann, Jay Wilson, Elizabeth Huneke, and Lucy Kelly

Absent: Glenn Nealis Dr. Thomas Flanders, and Seth Haight

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 6:05 p.m.</p>	<p>Call to Order</p>
<p>On a motion made by Trustee, Jay Wilson, 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 6:06 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 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 7:04 p.m.</p>	<p>Call to Order with Pledge of Allegiance</p>
<p>Presentations:</p>	<p>Presentations:</p>
<p>2015-2016 Audit Report - Mr. Stan Cwynar, External Auditor</p>	<p>2015-16 Audit Report</p>
<p>In a brief presentation to the Board of Education, Mr. Stan Cwynar reported that Delaware Academy Central School District at Delhi was in compliance with the mandates from New York State.</p>	
<p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Jay Wilson, the Board of Education accepted the Audit for the fiscal year ending June 2016 as presented by the District's independent auditing firm, Cwynar & Company as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.</p>	<p>Acceptance of 2015-16 Audit Report</p>
<p>STEAM (Science, Technology, Engineering, Arts & Math) / PLTW (Project Lead the Way) - Mrs. Julie Mable</p>	<p>STEAM Program</p>
<p>Mrs. Mable gave a brief update on the progress of the STEAM and PTLW teaching methods taking place in the elementary building. Mr. Bedient currently teaches 2 parts PLTW and 1 part Keyboarding. Ms. Mable explained the modules used for grades 3-5 and presented some of the projects the students have completed thus far. A demonstration of a robot built by the 5th grade class was provided.</p>	
<p>The Board thanked Mrs. Mable for her presentation.</p>	

<p>Public Comments:</p> <p>Vice President, Tammy Neumann, opened the floor to public comments. There were no public comments.</p> <p>Routine Matters:</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 November 28, 2016 as submitted. 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, Jay Wilson, the Board of Education accepted the AL Kellogg, Morgan Stanley Report for the period dated October 1-31, 2016 and the October 2016 Treasurer's Report as submitted. 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, Elizabeth Huneke, the Board approved the following personnel recommendations by the Superintendent pending fingerprint clearance:</p> <p>Retirements: No retirements for December 2016</p> <p>Resignations: No resignations for December 2016</p> <p>Provisional Appointments Awaiting Civil Service Exam: No provisional appointments for December 2016</p> <p>Probationary Appointments:</p> <ul style="list-style-type: none"> • Vorisek, Johanna, Shared Aide, Elementary, Full Time, Probationary Period: December 20, 2016 through September 5, 2017, Salary as per DESSA Agreement <p>Leave Request: No leave requests for December 2016</p> <p>Leave Replacement: No leave replacement appointments for December 2016</p> <p>Permanent Appointments: No permanent appointments for December 2016</p> <p>Change in Position: No change in position for December 2016</p> <p>Substitute Appointments Pending Fingerprint Clearance - December 20, 2016 through June 30, 2017:</p> <ul style="list-style-type: none"> • Pringle, Andrew, Non-Instructional <p>Correction to Extracurricular Activity Appointments 2016-2017, Salary as per DAFA Agreement:</p> <ul style="list-style-type: none"> • Gray, John, from Yearbook HS In and Out of Class, Step IV (Refer to July 11, 2016 BOE Minutes) to Yearbook HS Out of Class, Step IB 	<p>Public Comments</p> <p>No public comments</p> <p>Routine Matters</p> <p>Approval of Minutes</p> <p>Accepted Financial Reports</p> <p>Personnel</p> <p>Probationary: Vorisek</p> <p>Substitutes: Pringle</p> <p>Correction to Extracurricular: Gray</p>
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<ul style="list-style-type: none"> • Losie, Abigail, from Yearbook HS In and Out of Class, Step IV (Refer to July 11, 2016 BOE Minutes) to Yearbook HS Out of Class, Step IB <p>Athletic Appointments 2016-2017, Salary as per DAFA Agreement Unless Otherwise Specified:</p> <ul style="list-style-type: none"> • Simonds, Justin, Basketball Game Worker, \$20.00 per game <p>Other:</p> <ul style="list-style-type: none"> • Groff, Amanda, Speech Therapist, Contractual, due to a greater need than the District can currently provide for Special Education Services, effective November 1, 2016 through June 30, 2017, \$110.00 per hour. <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, Elizabeth Huneke, the Board approved the CSE recommendations for December 2016 as submitted by the CSE Chairperson. There were no questions, comments, or discussion, and the motion carried unanimously.</p> <p>Reports:</p> <p>Mrs. Julie Mable, K-5 Principal reported:</p> <ul style="list-style-type: none"> • She's finishing all the first formal observations of her staff. She will conduct the 2nd observations for non-tenured teachers after the New Year. Once she's completed those observations, she'll complete the informal observations. • She interviewed and hired a teacher's aide. • Participated in the Holiday Parade • The elementary building had the first school-wide OLWEUS meeting. Their character trait this year is perseverance. The discussed the power of the word "YET." • The iready program underway. • The elementary building took a break from professional development for three weeks. The will have at least two sessions in January. • <p>The Board thanked Mrs. Mable for her report.</p> <p>Mrs. Laurie Alberti, 6-12 Principal reported:</p> <ul style="list-style-type: none"> • The guidance department is working on a mentor program. Mr. Albright will present to the Board of Education on this program next month. • Professional Development is going well. They have met on math, science and literature. • Officer Murray came to the district to speak to our students about employment opportunities in the law enforcement field. • The German Club took a trip to New York City. • The FCCLA teamed up again this year with Delaware Opportunities for a holiday project - Bulldogs Give Back. • Ms. Marino and National Honor Society students put up the Christmas Senior tree in the lobby this year. If you look at the tree, you will see a stocking Christmas ornament for each DA senior. • She is in the process of completing observations of her teachers. • She is now NYS approved as a DASA Trainer. She will hold her first training on January 24th and 25th. <p>The Board thanked Mrs. Alberti for her report.</p>	<p>Losie</p> <p>Athletic:</p> <p>Simonds</p> <p>Other:</p> <p>Groff</p> <p>Approve CSE Recommendations</p> <p>Reports:</p> <p>Elementary Principal</p> <p>MS/HS Principal</p> <p>MS/HS Principal continued</p>
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<p>Mr. Bill Bartlett, Buildings & Grounds Supervisor reported:</p> <ul style="list-style-type: none"> • Update - Water testing for lead. We've received results for the second round of testing and there are a few units that will need to be replaced. His department will be sending out letters to faculty and staff in the very near future. • They've completed extra work around the gym area. • The CWC application was submitted to NYSED on December 8th. <p>The Board thanked Mr. Bartlett for his report.</p>	Buildings & Grounds
<p>Mr. Carey Shultz, Business Manager reported:</p> <ul style="list-style-type: none"> • It is hoped they will finalize the architect contract next week • Preparing for budget season - he doesn't foresee any big needs. He's working with Mr. Bartlett on some ideas for building maintenance. • He was happy with the clean audit report that Delaware Academy received. <p>The Board thanked Mr. Shultz for his report.</p>	Business Manager
<p>Ms. Christine Miller, Food Services reported:</p> <ul style="list-style-type: none"> • She attended a Regional Industry Seminar in Saratoga with Ms. Pietratoni from South Kortright on December 7th. They received updates from OGS and NYSED and attended a government foods commodity food show. • On December 13th the high school featured pizzas for lunch with recipes created by the CTEP culinary students and on December 16th both buildings featured Bulldog Burgers with a Cowboy Burger theme of local beef, BBQ sauce and onion rings. The culinary students are enjoying preparing/serving the lunches. The classroom curriculum is currently menu planning. • Also on December 13th, DA hosted a plant-based menu planning workshop for The Humane Society of the United States. The program featured three vegan entrees and three vegan side dishes. The students tried all six dishes on the 14th with mixed reviews. • On December 21st she'll be working with Mrs. Pringle's class preparing banana bread with chocolate chips. <p>The Board thanked Ms. Miller for her report.</p>	Food Services
<p>Mr. William Petrilli, CSE Chairperson reported:</p> <ul style="list-style-type: none"> • He is being proactive and beginning the annual review process. Educational law requires they meet once a year. He will begin in January. • The current RtI program is growing. He met with the elementary group and sat in on seven meetings with several students. He and Ms. Alberti met with the middle school last week and spoke about several students. They plan to meet on three Wednesday's in January for further discussion. • On December 10th he attended a Frontline program professional development for all intervention providers. • Heart of the Bulldogs - In addition to the FCCLA Bulldog Give Back program, Delaware Academy identified 20 students within the district that are less fortunate and the committee is in the process of putting together some items for these families. In addition, a meal will be provided for the families. <p>The Board thanked Mr. Petrilli for his report.</p>	CSE Chairperson CSE Chairperson continued
<p>Mr. Luke Potrzeba, Technology Supervisor reported:</p> <ul style="list-style-type: none"> • At the request of Board members from last month's meeting, updates and changes have been made to the district website. • His department has put carts out for iready testing 	Technology

<ul style="list-style-type: none"> • They are replacing iPads in the elementary building for grades K-3 • There have been some issues with keyboards for the Chrome Books. They purchased extended warranties. • They are testing and installing interactive screens instead of Smart boards • Enews is going out on Wednesday. <p>The Board thanked Mr. Potrzeba for his report.</p> <p>Mr. Gregg Verspoor, Transportation Supervisor reported his department is very busy with sports. He has buses on the road every night.</p> <p>The Board thanked Mr. Verspoor for his report.</p>	<p>Transportation</p>
<p>Mr. Jason D. Thomson, Superintendent reported:</p> <ul style="list-style-type: none"> • He is performing informal observations on the non-tenured teachers. • The middle/high school concert was incredible! Kudos to all staff and students. • Delaware Academy has a student that has been diagnosed with cancer. You will notice several people wearing yellow ribbons in support for this student. DA Bulldogs will rally around the family and students in support. He met with the Heart of Bulldogs committee regarding fundraisers. • He received information that the DCMO BOCES Budget will increase from 2% to 11% for their CTEP program. Delaware Academy will continue to look at bringing programs back from DCMO BOCES. Students that benefit from BOCES programs will continue to attend those programs. • The Holiday Parade was, once again, a great success. As always, there was a great showing of community support. • The grades for the CTEP students are “stellar.” All three students plan to continue their education at SUNY Delhi. • We used our first snow day so we are down to four. We normally have six, but with a little work, we were able to have both a Christmas break and a Winter break. It is a proven fact that there are health benefits to shutting down the building. • Open Enrollment - The Board of Education is investigating the possibility of having open enrollment at Delaware Academy. They will stage different topics to see how they want to present this possibility so that it makes sense; class size, billing and design package, cost, impact, and transportation are a few topics. Open discussion will begin at next month’s Board meeting. Everyone is welcome to attend to present their input and questions. 	<p>Superintendent</p>
<p>A brief discussion was held where Trustee, Lucy Kelly suggested the discussions regarding open enrollment be placed on the public television station for everyone to view. Trustee, Jay Wilson commented that open enrollment is not enrollment based. Delaware Academy has more programs and we are in a position to be able to share the opportunities with out-of-district students who may be interested.</p>	
<p>Trustee, Jay Wilson asked Mr. Thomson about the increased percentage reported for discipline this year - what has changed? The numbers for this year is 80 versus 44 last year.</p> <p>Mr. Thomson replied kindergarten through 5th grade numbers increased to 29 where last year’s number was 8. Mrs. Mable commented that it is because she has gotten better with her paperwork, not that there is a big change. Grades 6-12 went from 36 to 51. Mrs. Alberti noted she too has gotten better with her paperwork.</p>	<p>Superintendent Report Continued</p>
<p>The Board thanked Mr. Thomson for his report.</p> <p>Policy Review/Adoption:</p>	<p>Policy</p>

<p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Jay Wilson, the Board of Education adopted policies #62 Fingerprinting of Prospective School Employees, and #91 School Mascot as submitted. Policy #3 was tabled to another date as the wellness committee requested to meet another time to discuss further changes. 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, Elizabeth Huneke, the Board approved District employees the opportunity to open a Roth 403(b) plan through OMNI, the District's third party administrator for investments, effective February 1, 2017. There were no questions, comments, or discussion, and the motion carried unanimously.</p> <p>On a motion made by Trustee, Lucy Kelly, seconded by Trustee, Elizabeth Huneke, the Board approved a request from Buildings and Grounds to deem one Floor Machine/Carpet Extractor as excess equipment. 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, Jay Wilson, the Board approved a request from the athletic department for a 2017 Tennis team Section IV Sports Merger with Charlotte Valley Central School District. 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, Lucy Kelly, the Board of Education approved Delaware Academy Central School District at Delhi to participate in the opioid prevention program, and the Board directed administration to develop regulations regarding the training of staff to administer an opioid antagonist and to maintain onsite opioid antagonists in adequate supplies and types to implement effectively the opioid overdose prevention program. 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, Elizabeth Huneke, the Board of Education approved the following resolution to emergency repairs to the High School Art Room:</p> <p>WHEREAS a portion of the ceiling in the High School Art Room collapsed during the early morning hours of Monday, December 19, 2016, as described in a report issued to the Board of Education by the Buildings and Grounds Department attached; and</p> <p>WHEREAS it is the judgment of the Board of Education and its professionals that the condition of the ceiling requires immediate action to ensure the health and safety of the District students and personnel including all required asbestos abatement and removal of old cement block as recommended by the District's Building and Grounds Department.</p> <p>Now Therefore the Board of Education does hereby resolve that the collapsed ceiling constitutes an emergency within the meaning of General Obligations Law section 103 and also appropriate provisions of the Education Law and Commissioner's Regulations;</p> <p>The Board does also resolve that the expenditures for such public works to repair and replace the ceiling, including but not limited to, possible asbestos abatement will be financed out of the District's General Fund pending assignment of a capital project number and appropriate reimbursement from state aid and the capital account.</p> <p>There were no questions, comments, or discussion, and the motion carried unanimously.</p> <p>Other Discussion:</p>	<p>Review/Adoption</p> <p>Adoption of Policies #62 and #91</p> <p>New Business</p> <p>Approval for DA Employees to open Roth 403(b) Plan</p> <p>Approval of Excess Equipment - Floor Machine</p> <p>Approval of Section IV Sports Merger - Tennis</p> <p>Approval for DA to Participate in Opioid Prevention Program</p> <p>Approval for Emergency Repairs to Art Room</p> <p>Approval for Emergency Repairs to Art Room Continued</p>
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<p>Trustee, Jay Wilson asked if the Board should check the other art room and neighboring rooms to confirm there are no other issues.</p> <p>Trustee Wilson also commented the concert was awesome! He was impressed by the teacher involvement and the High School Jazz Band. It was a full house! He also commented on how well the holiday parade was attended.</p> <p>Trustee, Elizabeth Huneke, commented on how good it is to hear that Mr. Petrilli is being proactive with students and commended him for his work and efforts.</p> <p>Trustee, Lucy Kelly, commented that by Mr. Petrilli being proactive with the special education students, it also encourages them to get out of the program. She wished everyone a Happy Healthy New Year.</p> <p>Vice President, Tammy Neumann commented on the reaction to the recent lockdown situation. She was impressed by the handling of the lockdown and it shows that the drills the District have are effective. She stated it was an unfortunate situation but everyone handled it very well. She heard lots of positive feedback; however, one concern was that the parents wished they could know what was happening sooner.</p> <p>Superintendent, Jason D. Thomson, commented the administration would like to get the word out sooner but the reality is that they are all busy dealing with the emergency situation for the protection of everyone involved. They will get the word out to everyone as soon as possible.</p>	<p>Other Discussion:</p> <p>Wilson</p> <p>Huneke</p> <p>Neumann</p>
<p>Public Comments:</p> <p>Vice President, Tammy Neumann opened the floor to public comments. There were no public comments.</p> <p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Jay Wilson, the Board entered Executive Session for the purpose of discussing a personnel contractual item with no action to be taken at 8:23 p.m.</p> <p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Elizabeth Huneke, the Board left Executive Session and adjourned at 9:28 p.m.</p> <p>Respectfully submitted, Susan J. Temple District Clerk</p>	<p>Public Comments:</p> <p>No Public Comments</p> <p>Enter Executive Session</p> <p>Leave Executive Session/Adjournment</p>