

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

MEETING MINUTES

Regular Meeting of the Board of Education

Date: August 31, 2015

Members Present: Glenn Nealis, Tammy Neumann, Jay Wilson, Seth Haight, Elizabeth Huneke, and Lucy Kelly

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 at 6:00 p.m.	Call to Order
On a motion made by Trustee, Jay Wilson, seconded by Vice President, Tammy Neumann the Board of Education entered Executive Session to discuss a pending legal situation regarding the impact of a property tax reduction case at 6:01 p.m.	Enter Executive Session
On a motion made by Trustee, Jay Wilson, seconded by Trustee, Elizabeth Huneke, the Board of Education left Executive Session at 6:55 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 7:00 p.m.	Call Open Session to Order with Pledge of Allegiance
Public Hearing	Public Hearing
A Public Hearing was held for the purpose of hearing comments from the public regarding the District's District-Wide Safety Plan. President, Glenn Nealis opened the floor to public comments. There were no public comments.	No Public Comments
Mr. Jason D. Thomson informed the public that they can contact his office should they wish to provide input for the District-Wide Safety Plan.	
President, Glenn Nealis closed the Public Hearing.	Close Public Hearing
Public Comments	Public Comments
President, Glenn Nealis opened the floor to public comments.	
Ms. Michelle Silano, State Highway 28, Delhi, New York made statements to the Board of Education regarding their jobs as Board of Education members. Ms. Silano feels the Board of Education is micro-managing personnel and they are targeting one employee in particular. She does not feel the "Chain of Command" is followed by the Board of Education. She demanded to know if micro-management of the Board of Education is becoming a policy and is everyone going to be singled out. She commented that the Board of Education has four responsibilities as a Board of Education; policies, budget	Silano, Michelle

development, personnel, and to approve or disapprove contracts. She asked what direction the Board of Education is going in and who will be “targeted” next.	Silano continued
Mr. Ralph Silano, State Highway 28, Delhi, New York commented in addition to his wife’s statement, as far as micro-managing goes, it is his understanding when micro-management occurs, it is the first thing that destroys a business as it affects the people you’re micro-managing. He stated “without staff you wouldn’t be here.” He said he doesn’t understand how this can be taking place. The Board can’t individually micro-manage. He would like an answer! He feels the Board of Education must have already looked into the problem - he’s talking about a coach. He stated there are others that are not being micro-managed. He feels the Board of Education is receiving “rat-pack” reports and asked if they are going to make them public at the next meeting. Mr. Silano stated he was glad he no longer had to deal with the Board of Education once his children graduated. He asked the Board of Education if they were “black-balled” because they come from down state.	Silano, Ralph
President, Glenn Nealis informed Mr. and Mrs. Silano that the Board of Education is not able to discuss personnel items during open session of a meeting and that they are welcome to schedule an appointment to meet with him and Mr. Thomson to discuss the topic.	Nealis
Ms. Silano brought up a situation that occurred with her granddaughter nine years ago and she didn’t agree with the punishment for the staff at that time. She stated she doesn’t want to meet with administration behind closed doors.	Silano, Michelle
Mr. Thomson replied to Ms. Silano that he was not here nine years ago so he can’t speak to the incident she is talking about. He said he knows her personally so she should know when he says he’ll do something he means it.	Thomson
Ms. Silano stated she wants to know what is going on - should parents be in the classroom, at your jobs, etc. She commented “there is a problem in the Board.”	Silano, Michelle
Mr. Thomson replied he will meet with both Mr. and Mrs. Silano as well as with President Nealis and he is confident they’ll come to an agreement. Mr. Thomson directed the District Clerk to contact Ms. Silano to schedule a meeting.	Thomson
The Board thanked Mr. and Mrs. Silano for their comments.	
Mr. Tom Phillion, Delside Drive, Delhi, New York addressed the Board of Education regarding a concern for the student electives available to our students. His son is going into 9 th grade. Mr. Phillion feels the types of electives offered to the students are “archaic” and would like to see more current electives available to the students. He requested the Board of Education look into this to include possible online courses and prepare a policy for students to research online.	Phillion
The Board thanked Mr. Phillion for his comments.	
Routine Matters	Routine Matters
On a motion made by Trustee, Jay Wilson, seconded by Trustee, Elizabeth Huneke, the Board of Education approved the Minutes of the Annual Reorganizational / Regular Board of Education Meeting held on July 27, 2015 as submitted. There were no questions, comments, or discussion, and the motion carried.	Approve Minutes

<p>Personnel</p> <p>On a motion made by Vice President, Tammy Neumann, seconded by Trustee, Jay Wilson, the following personnel recommendations were approved pending fingerprint clearance:</p> <p>Retirements: <i>No retirements for August 2015.</i></p> <p>Resignations:</p> <ul style="list-style-type: none"> • <i>Rabeller, Jonelle, Music Teacher, effective August 13, 2015</i> • <i>Temple, Susan, A.L. Kellogg Scholarship Coordinator, effective August 31, 2015</i> <p>Provisional Appointments:</p> <ul style="list-style-type: none"> • <i>DiBartolomeo, Nicholas, Network Support Specialist, Provisional, Civil Service Classified, effective: September 8, 2015, Salary: \$30,000.00/year.</i> <p>Probationary Appointments:</p> <ul style="list-style-type: none"> • <i>Gibson, Jacqueline, Music Teacher, 10 month, Probationary: effective September 1, 2015 through September 1, 2018, Tenure area: Music, Certification: Music, Initial, salary per DAFA Agreement. This expiration date is tentative and conditional only. 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 to the extent required by the applicable provisions of the Education Law, the Rules of the Board of Regents and the Regulations of the commissioner of Education, 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> <p>Permanent Appointments: <i>No permanent appointments for August 2015.</i></p> <p>Mentor Appointments:</p> <ul style="list-style-type: none"> • <i>Cole, Dulcie, assigned to Tammy Schaumlöffel</i> • <i>Degan, Sean, assigned to Jacqueline Gibson</i> • <i>Doig, Jennifer, assigned to Megan Ainsworth</i> • <i>Nichols, Gina, assigned to Kristen Bobrick</i> • <i>Raber, Linda, assigned to Josie Pesout</i> <p>Co-Curricular Appointments:</p> <ul style="list-style-type: none"> • <i>Ainsworth, Megan, Musical: Director (Co-Advisor)</i> • <i>Cipperly, Michael, FFA</i> • <i>Collison, Kimberly, Musical: Director (Co-Advisor), Musical: Vocal Director</i> • <i>Degan, Sean, Jazz Band (Co-Advisor), Musical: Instrumental Director</i> <p>Coaching Appointments:</p> <ul style="list-style-type: none"> • <i>Darling, Jeffrey (JJ), Boys Varsity Football, Step 1A</i> • <i>Ferrara, Jeffrey, Boys Varsity Football, Step 1A</i> <p>Volunteer Coaching Appointments:</p> <ul style="list-style-type: none"> • <i>Bedient, Kevin, Boys Football</i> <p>There were no questions, comments, or discussion, and the motion carried.</p>	<p>Personnel</p> <p>Resignations Rabeller Temple</p> <p>Provisional DiBartolomeo</p> <p>Probationary Gibson</p> <p>Mentor Cole Degan Doig Nichols Raber</p> <p>Co-curricular Ainsworth, M. Cipperly Collison Degan</p> <p>Coaching Darling, J Ferrara</p> <p>Volunteer Bedient</p>
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<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Elizabeth Huneke the Board approved the following substitute appointments pending fingerprint clearance effective September 1, 2015 through June 30, 2016:</p> <p>Substitute Appointments:</p> <ul style="list-style-type: none"> • <i>Andrews, Rachel, Instructional</i> • <i>Beaulieu, Rachel, Tutor</i> • <i>Briscoe, Thomas, Non-Instructional - Technology, \$10.00/hour</i> • <i>Darling, Katie, Instructional</i> • <i>Kelly, David, Instructional</i> • <i>Marshall, Ruth, Rescind "Instructional" from sub appointment</i> • <i>Verspoor, Amy, Instructional</i> <p>Trustee, Lucy Kelly abstained from the vote. There were no questions, comments, or discussion, and the motion carried.</p> <p>Reports</p> <p>Ms. Julie Mable, Elementary Principal reported:</p> <ul style="list-style-type: none"> • As a follow up to the Board Retreat, all modules for grades one and two are in for the math curriculum and some modules are in for grade three. <p>The Board thanked Ms. Mable for her report.</p> <p>Mr. Carey Shultz, Business Manager reported:</p> <ul style="list-style-type: none"> • The audit for the 2014-2015 fiscal year is complete and the auditor plans to present to the Board of Education at the September Board meeting; • His department is busy with ordering items for teachers and staff; • Tax bills go out on Friday and collection will begin on September 8th. Taxpayers may pay without penalty to October 7th, and after November, the taxes will go to the county. <p>The Board thanked Mr. Shultz for his report.</p> <p>Mr. Bill Bartlett, Buildings and Grounds Supervisor reported:</p> <ul style="list-style-type: none"> • Regarding the gym floor - the company came back and did some additional work and sealed the floor all the way around. • Scoreboard - there will be training tomorrow; • The sidewalk work is complete but may need more attention in the spring; • Building survey - he is working with the architect. Once they compile information then it goes to the Superintendent and Principal's for their lists; • Summer cleaning is complete; the Superintendent and Principal's offices were all revamped, they set up a room for the new CSE Chairperson, new elementary resource room, sidewalk work, and the parking lot sealing was done with more work to be done. <p>The Board inquired about the elementary swing sets. Mr. Bartlett replied they've come up with some ideas for purchase and installment for fall. They received an incentive sale. The Board thanked Mr. Bartlett for his report.</p> <p>Mr. Luke Potrzeba, Technology Supervisor reported:</p> <ul style="list-style-type: none"> • His department is short staffed due to a recent resignation but with a willing student worker they were able to fill the void and they are in excellent shape for the start of school; • Chrome book deployment is complete; 	<p>Substitutes Andrews Beaulieu Briscoe Darling, K. Kelly Marshall Verspoor</p> <p>Reports Elementary</p> <p>Business Manager</p> <p>Buildings & Grounds</p> <p>Technology</p>
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<ul style="list-style-type: none"> • The Technology Plan is completed and is on the Board agenda for approval; • His team is excited to move forward. <p>The Board thanked Mr. Potrzeba for his report.</p> <p>Mr. Gregg Verspoor, Transportation Supervisor reported:</p> <ul style="list-style-type: none"> • All buses are on campus and installs complete; • Mandatory training has been completed; • His staff participated in kindergarten roundup last week; all routes are set. Mailings for routes will go out on Tuesday. <p>The Board inquired about the bridge work on Bridge Street - will it be a problem? Mr. Verspoor replied he will check with the construction manager to review with him the times of dismissal.</p> <p>The Board thanked Mr. Verspoor for his report.</p> <p>Ms. Christine Miller, Food Service Supervisor reported:</p> <ul style="list-style-type: none"> • The excess fund balance equipment purchase is noted on the Board agenda for approval of a new elementary serving line which includes a milk cooler, hot well serving unit, frost unit and freezer cabinet. The purchase also includes a high school three-door reach-in cooler and elementary double stack oven. • She has been working to finalize the program with New York State Health Department CACFP and Linda Escow, Delaware Opportunities Head Start Food Service Program. <p>The Board thanked Ms. Miller for her report.</p>	<p>Verspoor</p> <p>Food Services</p>
<p>New Business</p> <p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board of Education approved the 2015-2016 Program Guide and Handbook for Parents and Students for the Elementary Programs and the 2015-2016 MS/HS Student Handbook as submitted. There were no questions, comments, or discussion, and the motion carried.</p> <p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Lucy Kelly, the Board of Education approved the Delaware Academy Central School District at Delhi Technology Plan for 2015-2018, written in accordance with Part 100 of the Regulations of the Commissioner of Education as submitted. There were no questions, comments, or discussion, and the motion carried.</p> <p>On a motion made by Vice President, Tammy Neumann, seconded by Trustee, Jay Wilson, the Board of Education approved the following resolution to award Milk and Ice Cream Bids:</p> <p>WHEREAS a request for bid proposals was submitted for local suppliers to provide milk and ice cream supplies to Delaware Academy Central School District at Delhi for the academic school year 2015-2016; and WHEREAS Delaware Academy Central School District at Delhi has received and reviewed bid proposals from vendors for Milk and Ice Cream supplies; BE IT RESOLVED, That the Board of Education awards the bid to supply Milk to Delaware Academy Central School District at Delhi to Instant Whip for the academic school year 2015-2016; and BE IT FURTHER RESOLVED, That the Board of Education awards the bid to supply Ice</p>	<p>New Business</p> <p>Approve Handbooks</p> <p>Approve Technology Plan</p> <p>Award Milk and Ice Cream Bid</p> <p>Bid Award Continued</p>

<p>Cream supplies to Delaware Academy Central School District at Delhi for the academic school year 2015-2016 to Huff Ice Cream.</p>	
<p>There were no questions, comments, or discussion, and the motion carried.</p>	
<p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Jay Wilson, the Board of Education approved the following resolution to award a bid for cafeteria equipment:</p>	<p>Award Cafeteria Equipment Bid</p>
<p>WHEREAS, the Board of Education, pursuant to General Municipal Law, advertised for sealed bids for Cafeteria Equipment; and WHEREAS, the bids from three (3) companies were opened in the Business Office on August 24, 2015 by the Business Manager with one witness; and all bids were reviewed by the Board of Education; THEREFORE BE IT RESOLVED, that the Board of Education awards a bid to provide cafeteria equipment to Delaware Academy Central School District at Delhi to Buffalo Hotel Supply Co., Inc., 2 Charles Blvd, Guilderland, New York 12084-9512. There were no questions, comments, or discussion, and the motion carried.</p>	
<p>On a motion made by Vice President, Tammy Neumann, seconded by Trustee, Jay Wilson, the Board of Education approved the following resolution to certify qualified lead evaluators for Delaware Academy Central School District at Delhi:</p>	<p>Certify Qualified Lead Evaluators</p>
<p>BE IT RESOLVED THAT Jason D. Thomson, Laurie Alberti, and Julie Mable are hereby certified as a Qualified Lead Evaluator of classroom teachers/building principals having successfully completed the following training requirements prescribed in 8 NYCRR §30-2.9 (b):</p> <ol style="list-style-type: none"> (1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions; (2) Evidence-based observation techniques that are grounded in research; (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2; (4) Application and use of the State-approved rubrics selected by the Delaware Academy Central School District at Delhi for use in the evaluation of classroom teachers/building principals, including training on the effective application of such rubric to observe a classroom teacher's/building principal's practice; (5) Application and use of the assessment tools that the Delaware Academy Central School District at Delhi utilizes to evaluate its classroom teachers/building principals, including, but not limited to, structured portfolio reviews; student, parent, teacher, community feedback; professional growth goals*; school improvement goals, etc.; (6) Application and use of the State-approved locally selected measurers of student achievement used by the Delaware Academy Central School District at Delhi to evaluate its classroom teachers/principals; (7) The scoring methodology utilized by the Department and the Delaware Academy Central School District at Delhi to evaluate a classroom teacher/building principal under 8 NYCRR §30-2, including: <ol style="list-style-type: none"> (a) how scores are generated for each subcomponent and the composite effectiveness score of classroom teachers/building principals, and; (b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of classroom teachers/principals and their subcomponent ratings; and (8) Specific considerations in evaluating classroom teachers/building principals of English language learners and students with disabilities. <p>This certification has been issued in accordance with the process for certifying lead evaluators described in the district's annual professional performance review (APPR)</p>	<p>Certify Lead Evaluators Continued</p>

<p>plan. There were no questions, comments, or discussion, and the motion carried. *Professional growth goals constitute one of the assessment tools available for the evaluation of classroom teachers under the “other measures of effectiveness” subcomponent of annual professional performance reviews conducted during the 2015-2016 school year only.</p> <p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Seth Haight, the Board of Education approved the following resolution to approve the tax levy: 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 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 8, 2015 and end November 13, 2015, 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: AND IT IS FURTHER DIRECTED the delinquent tax penalties shall be fixed as follows: September 08 - -October 07, 2015 - no penalty, October 08 - November 07, 2015 - 2% penalty added, November 08 - November 13, 2015 - 3% penalty added.</p> <p>A roll call vote of the Board of Education resulted in 6 YES, 0 NO votes. The motion carried.</p>	<p>Approve Tax Levy</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board of Education approved an Agreement Between Delaware Academy Central School District at Delhi and State University of New York College at Delhi (SUNY Delhi) whereby students can concurrently earn their high school diploma from Delaware Academy and an Auto Mechanics Certificate from SUNY Delhi, effective July 1, 2015 and continuing each academic year until such time as it is cancelled by either party upon the giving of 120 calendar day’s written notice. The agreement will be reviewed, and modified if necessary, on an annual basis. There were no questions, comments, or discussion, and the motion carried.</p>	<p>Approve Agreement Between SUNY Delhi and Delaware Academy - CTEP</p>
<p>On a motion made by Vice President, Tammy Neumann, seconded by Trustee, Elizabeth Huneke, the Board of Education approved a request from the Athletic Department to deem the following athletic equipment as surplus:</p> <ul style="list-style-type: none"> • Football Blocking sled from legion - it is old and rusted and has not been used for years; • Scoreboard from Dave Kelly field - it is no longer functional and has been replaced with a newer model; • 22 Golf polo uniform shirts, they are old; • 70 rib protectors for football; • 10 hand protectors-football; and • 10 forearm pads - football, all are outdated. <p>There were no questions, comments, or discussion, and the motion carried.</p>	<p>Approve Surplus Equipment</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Vice President, Tammy Neumann, the Board accepted a donation from Clark Companies and Sportsfield Specialties of one set of SG 4950 Soccer Goals with SG2S safety equipment and SGMobile mobility kit, including installation with an approximate value of \$7,730.00, and the Board publically thanks and acknowledges their generous donation. There were no questions, comments, or discussion, and the motion carried.</p>	<p>Accept Donation - Athletic Equipment</p>

<p>On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Jay Wilson, the Board of Education approved the following resolution to add Delaware Academy Central School District at Delhi's name to a lawsuit regarding a petition to reduce real property taxes:</p> <p>Whereas, officials of the School District recently received a copy of the Petition, and Amended Notice of Petition, entitled In the Matter of the Application of Burdkidz, L.L.C. Price Chopper Operating Co., Inc. against The Assessor, the Board of Assessors and the Board of Assessment Review of the Town of Delhi and the Town of Delhi for Review of a Tax Assessment Under Article 7 of The Real Property Tax Law; and Whereas the Board of Education has determined that it is in the best interest of the District to intervene as a party in such proceeding as allowed by law. Now therefore, it is hereby resolved that the Delaware Academy School District at Delhi, hereby authorizes its counsel, Bruce J. McKeegan, Esq. to submit in accordance with Real Property Tax Law section 712 (2-b) a notice of appearance by the Delaware Academy Central School District at Delhi to the Court and the attorneys for respondents with the intent to intervene in the above-captioned matter, with the understanding that the District will consider retaining outside litigation counsel to represent the District on a forward basis.</p>	<p>Accept Resolution - Tax Reduction Request/Legal Action</p>
<p>Other Discussion</p> <p>Vice President, Tammy Neumann thanked everyone that participated in the Board Retreat. The Retreat helps to set the tone and she looks forward to the school year.</p> <p>Trustee, Lucy Kelly stated she liked the Board Retreat - it showed where the Board is heading and they're all ready to go to work.</p> <p>Trustee, Elizabeth Huneke stated she enjoyed the Board Retreat and that it gave her perspective.</p> <p>Trustee, Seth Haight stated he felt good about the Board Retreat - it gives the members an understanding of what goes on. He commented it is really fun to see everyone come back and utilize the place; it looks great! Trustee Haight commented that this is a transition year in that there are key positions and teacher positions that have changed personnel-wise. He's looking forward to seeing it all in action.</p> <p>Trustee, Jay Wilson commented he enjoyed the facility walk-through. His kids are excited to come back and he's really looking forward to seeing the people in their new positions in action. Thank you.</p>	<p>Other Discussion</p> <p>Neumann</p> <p>Kelly</p> <p>Huneke</p> <p>Haight</p> <p>Wilson</p>
<p>Public Comments</p> <p>President, Glenn Nealis opened the floor to public comments. There were no public comments.</p>	<p>Public Comments</p>
<p>Next Board of Education Meeting</p> <p>The next scheduled Board of Education meeting is on Monday, September 21, 2015 in the High School Media Library Media Center, 6:00 p.m. (Executive Session), 7:00 p.m. Open Session.</p> <p>On a motion made by Trustee, Lucy Kelly, seconded by Trustee, Seth Haight, the Board of Education entered Executive Session to discuss a personnel item, with no action to be taken, at 7:47 p.m.</p>	<p>Meeting</p> <p>Enter Executive</p>

<p>On a motion made by Trustee, Jay Wilson, seconded by Vice President, Tammy Neumann, the Board of Education left Executive Session and immediately adjourned the Regular Meeting of the Board of Education of the Delaware Academy Central School District at Delhi at 9:15 p.m.</p> <p>Respectfully submitted,</p> <p>Susan J. Temple District Clerk</p>	<p>Session</p> <p>Leave Executive Session /Adjournment</p>
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