Delaware Academy Central School District at Delhi

2 Sheldon Drive Delhi, NY 13753

MEETING MINUTES

Regular Meeting of the Board of Education

Date: March 21, 2016

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

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 Vice President, Tammy Neumann, seconded by Trustee, Lucy Kelly, the Board entered Executive Session to discuss a future building project, with no action to be taken, at 6:01 p.m.	Enter Executive Session
On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Jay Wilson, the Board left Executive Session at 7:03 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 7:07 p.m.	Enter Open Session
Presentations -	Presentations
Five Year Building Plan - Ashley McGraw Architects	Five Year Building Plan Survey
Representatives, Mr. Nick Signorelli, Mr. Elbert Eller, Mr. Paul Klinko, Mr. Tim Bonaparte, Mr. Dave Hamm, and Ms. Brittany Belding, gave a brief overview of the Building Condition Survey and Five Year Building Plan for Delaware Academy. Items discussed were: landscape, storm water and paving, items included in the last building project, and items that should be considered in a future building project.	rian survey
There was a brief question and answer session. The Board thanked the Ashley McGraw Associates for their presentation.	
DCMO BOCES Administrative Budget - Mr. Gray Stevens	DCMO BOCES Administrative Budget
Mr. Gray Stevens, Chief Operating Officer at Delaware-Chenango-Madison-Otsego (DCMO) BOCES introduced himself and provided information to the Board of Education on the upcoming vote for the DCMO BOCES Administrative Budget on April 20, 2016.	Administrative budget
The Board thanked Mr. Stevens for his presentation.	
Art Presentation - Shaie Vollkommer, and Catherine Gardner, presented their skills on a recent class project titled "Facebook." The students explained various techniques used to	Art Presentation - Facebook

proportion their faces and bone structure to make the "face" for the book cover. The students brainstormed titles for their individual books to try to capture their individual personalities. Repurposed books were used for the project.

The Board thanked the students for the presentation.

Jr. Prom Committee - Kayla Spangenberg, Student, and Ms. Gayle Wheeler, Class Advisor, presented plans for this year's prom. The Jr. Prom Committee is planning to hold the prom on May 28, 2016 (Memorial Day weekend) at Farrell Hall, SUNY Delhi, New York. CADI will cater a dinner (optional) for couples prior to the prom. The price is \$20.00 for the prom only, \$30.00 with dinner. The theme is Elegant 20's, and an after prom party, organized by Junior Parents, will be held at SUNY Delhi immediately following the prom.

Jr. Prom Plans 2016

The Board thanked Ms. Spangenberg and Ms. Wheeler for the presentation.

Speech and Debate Club - Students from the Speech and Debate Club came before the Board of Education to announce that three members, Shane Bray, Bethany Davis, and Jessica Davis, have qualified to attend and compete in the National Catholic League Forensic Tournament to be held in Sacramento, California from May 26, 2016 to May 30, 2016. The students requested permission from the Board to attend the Tournament. They also requested that the District provide transportation to and from the airport and a substitute for the club advisor during their absence.

Speech & Debate

On a motion made by Trustee, Dr. Thomas Flanders, seconded by Vice President, Tammy Neumann, the Board of Education approved a request from the Speech and Debate Club for three members and the Club Advisor to attend the National Catholic League Forensic Tournament to be held in Sacramento, California from May 26, 2016 to May 30, 2016; the District will provide transportation to and from the airport, and a substitute for the Club Advisor during this time period. The Speech and Debate Club are responsible for all other costs associated with the trip.

Approve Attendance at Speech & Debate Tournament, Sacramento California

There were no questions, comments or discussion, and the motion carried unanimously. The Board wished the students the best of luck for the tournament.

Public Comments -

President, Glenn Nealis opened the floor to public comments. There were no public comments.

Public Comments

No Public Comments

Routine Matters -

On a motion made by Vice President, Tammy Neumann, seconded by Trustee, Jay Wilson, the Board of Education approved the Minutes of the Regular Board of Education Meeting held on February 22, 2016, as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

Routine Matters

Approval of Minutes

On a motion made by Trustee, Jay Wilson, seconded by Vice President, Tammy Neumann, the Board of Education accepted the A.L. Kellogg, Morgan Stanley Report dated January 1-31, 2016, and the January 2016 Treasurer's Report as submitted. There were no questions, comments or discussion, and the motion carried unanimously. **Personnel Recommendations** -

Accept Financial Reports

Personnel
Recommendations

Retirements:

No retirements for March 2016

Resignations:

- Mostert, Crystal L., Food Service Helper, 3 1/2 hours per day, effective March 18,
- Semple, Stephen J., Special Education Teacher, effective June 30, 2016

Resignations

Mostert

Semple

Provisional Appointments:

No provisional appointments for March 2016

Probationary Appointments:

- Bender, Michelle, Aide, 10 month, Probationary period: March 7, 2016 through November 21, 2016, Salary as per the DESSA Agreement
- Mostert, Crystal, Aide, 10 month, Probationary period: March 22, 2016 through November 28, 2016, Salary as per the DESSA Agreement

Probationary

Bender

Mostert

Correction to Probationary Appointment:

Ainsworth, Megan, 15:1 Special Education Teacher, High School, Tenure Area: Special Education, Certification: Special Education, K-21, Permanent, English Language Arts, 7-12, Professional. Probationary period to be changed to read September 1, 2015 to September 1, 2017. The change is to reflect that Ms. Ainsworth received tenure from a previous school district allowing for a shorter probationary period at Delaware Academy.

Correction

Ainsworth, Megan

Permanent Appointment:

No permanent appointments for March 2016

Change in Position:

No change in positions for March 2016

Substitute Appointments Pending Fingerprint Clearance - March 22, 2016 through June 30, 2016:

No substitute appointments for March 2016

Leave of Absence Request:

No Leave requests for March 2016

Co-Curricular Appointments:

No Co-Curricular appointments for March 2016

Athletic

Abts Albright Baxter Bender

Bruce Darling Ferrara

Kingston Neumann

Rolfe

Bruce, Todd, Girls JV Soccer, Step III Darling, Jaclyn, Varsity Volleyball, Step IB

Baxter, Skip, Cross Country, Step IB

Ferrara, Jeffrey, Sports Coordinator, \$18,000 annually

Kingston, Eddie, Varsity Boys Soccer, Step IIA

Neumann, Shawn, Varsity Assistant Football, Step IB

Rolfe, Brian, Athletic Contest Chaperone, \$3,000, annually

Athletic / Coaching Appointments 2016-2017 as per DAFA Agreement:

Abts, Micaiah, Weight Room Instructor, Step VI

Bender, Billijo, Girls Modified Volleyball, Step IV

Albright, Matt, Varsity Girls Soccer, Step IIA

- Rolfe, Brian, Boys Modified Soccer, Step IV
- Tracy, Michael, Head Varsity Football, Step IA
- Yando, Allison, Girls JV Volleyball, Step IIA

Rolfe Tracy Yando

Volunteer Coaching Appointments:

- Bedient, Devon, Baseball
- Bedient, Kevin, Baseball
- Gullow, Austin, Baseball
- Lalosh, Richard, Baseball

Volunteer

Bedient, Devon Bedient, Kevin Gullow Lalosh

Budget Vote Workers, May 17, 2016, Salary: \$130.00 per day as per County Contract:

- Barriger, June, Chairperson (non-paid position)
- Bush. Rose
- Francisco, Roberta (Catherine)
- Kaufman, Katherine
- Misner, Deborah K., Alternate Poll Inspector
- Priest. Susan A.
- Reinmann, Margaret, Alt. Chairperson (non-paid position)

Budget Vote Workers

Barriger Bush Francisco Kaufman Misner Priest

Reinmann

Other: BE IT RESOLVED, that Laurie Alberti will receive a lump sum payment of \$2,775.00 for successfully completing three credit hours of professional courses related to her professional assigned duties, with a course grade of B or better, upon paid receipt of bill: and

BE IT RESOLVED, that Laurie Alberti will receive \$2,775.00 added to her base salary for the following fiscal year, 2016-2017, as per the Delhi Administrators Association Agreement, Article XI, C.

There were no questions, comments, or discussion, and the motion carried unanimously.

On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Seth Haight, the Board of Education accepted the CSE Recommendation for March 2016 as submitted.

There were no questions, comments, or discussion, and the motion carried unanimously.

Other Alberti

Accept CSE Recommendations

Departmental Reports -

Ms. Julie Mable, Elementary Principal reported:

She has completed two SAANYS professional learning "Deep Dive" 4-part series

- Instructional Leadership
- Digital Leadership
- Both have helped Ms. Mable to think through best practices while trying to meet her annual goals for the 2015-16 school year.

Departmental Reports

Elementary

Rtl Committee

The Rtl committee has met on 14 children to-date. The next meeting is on April 4^{th} . Of the 14 children, one was recommended for further educational assessment because they have been receiving Tier 3 interventions and showing limited growth in the areas of reading and mathematics.

Elementary continued

Ensure Successful Implementation of the Math Modules

The elementary teachers received all of the math materials

- They have all been distributed to the teachers and we continue to work through the modules
- One of the things we have heard several times this school year is the need for more professional development in the Eureka Math
- On Friday, Ms. Mable had a phone conference with a representative from Eureka and we are offering for our school district to be the summer site in upstate New York for a two-day institute for Eureka Math.

Evaluate and Shore Up The Elementary Reading Program

• In order to do that, we need consistent data that informs our instruction. To that end, Ms. Mable has been researching assessments that will meet those needs.

Assessment Review

- We would like to use one assessment where the information is useful across multiple domains (CSE, RtI, AIS, APPR, informed instruction, etc.)
- STAR Assessment Feb. 5
- I Ready Demonstration March 16. She received the Demo user names and passwords today. There is a 15 day trial
- Ms. Mable made appointments with reading and math AIS providers to look at the locally created assessments to see what data they collected.

Hiring of a New Aide

 We have hired a new aide to fill a vacant position. Ms. Crystal Mostert was hired; she worked in the cafeteria and came with an excellent reference from Ms. Miller.

Bake a Book and Book Fair

• Thursday, March 3rd the Building Level Team held a Bake a Book at the same time as the Elementary Safety Patrol held Book Fair Family Night. Both are fundraisers whose proceeds go to the Elementary Activity Fund. The first \$1,000. raised at the book fair also benefits the Elementary Safety Patrol.

Sidney STEM Visit

• On March 17, M. Potrzeba, Mr. Bedient, and Ms. Mable went to Sidney to see their STEM Program. It was a full day starting with 5th grade students, going to the High School program, moving to the Middle School, and ending in 3rd grade again. We are excited to start some of these new ideas, but know that we will need to first get our pedagogy together first, and then add the technology piece.

Kindergarten Registration

 March 30-31 and April 1, Kindergarten Registration will be held in the Elementary building

3-8 NYS ELA and Math Assessments will be in early April

- ELA April 5-7
- Math April 13-15

The Board thanked Ms. Mable for her report.

Ms. Laurie Alberti, MS/HS Principal reported:

- CTEP students are off to a good start with grades of 83, 83, and 78 which puts them on par with college students
- New pathways, Language Other Than English (LOTE) 12 districts worked on an assessment and is now working with the New York State Education Department for approval. Ms. Tucker has worked three years on this project

Elementary continued

MS/HS

- Ms. Adia Vohs was recently inducted in the Technical Society
- She is working with the guidance department on scheduling for next year
- She recently presented at the Middle School Liaison Conference on APPR updates. She'll give a presentation on this at the next Board meeting
- Ms. Alberti commended all of the students that participated in the play and reflected on the many talented students that haven't received any formal training
- Hired Ms. Michelle Bender as 1:1 Aide
- Countdown to graduation.

The Board thanked Ms. Alberti for her report.

Mr. Carey Shultz, Business Manager reported:

- On April 4th, there will be a full meeting of the Board of Education to hold a Budget Workshop. The legislature and senate are still working on items; one item is the GAP which would give our district back \$300,000. We are currently looking at an increase of ½% over last year still mulling over initiatives
- On April 20th the Board of Education will interview architects for the next building project. The RFP's went out and walk-through's provided for those interested in submitting an RFP.

The Board thanked Mr. Shultz for his report.

Mr. Bill Bartlett, Building and Grounds Supervisor reported:

- The electrical upgrade in the Elementary building is completed and inspected, and all punch items are now complete
- Mr. Bartlett and Mr. Thomson are going to have our water tested for lead. This is a voluntary action to show due diligence. BOCES group has already tested their water, and four other districts are in line for testing. The water was tested in August and the levels were well within appropriate guidelines. A lab in Cortland, New York will do the water analysis
- Building Condition Survey Mr. Bartlett and Mr. Shultz invited the Board of Education to take a tour of the facilities if they are interested.

The Board thanked Mr. Bartlett for his report.

Ms. Christine Miller, Food Service Supervisor reported:

- Ms. Miller publically thanked her dedicated group of staff for serving the 10th Senior Citizen Dinner; they served 220 people within one hour
- Her department served the 11th Climate Change dinner, serving 265 students within one hour
- This Friday, their department will serve 298 students within a one hour timeframe.
- Her department prepared dinners for Mr. Gray's fundraiser during the Musical
- She and her staff are very happy with the new equipment in the cafeteria
- She will be meeting with Mr. Shultz to look into "whole foods" options for students. They are already purchasing whole foods locally
- Her department is receiving fresh produce from Maine's on Tuesday's and Thursday's - this is more labor, but good fresh food. Mr. Kline is processing Mescaline sprouts on the salad bar
- On Thursday her department will undergo a State Review.

The Board thanked Ms. Miller for her report.

Mr. Luke Potrzeba, Technology Supervisor reported:

• His department is working with 5th grade students one-on-one to help them

Business Manager

Building & Grounds

Food Service

Food Service continued

Technology

become good digital citizens with their iPads

- The screen is now installed in the Middle School for signage
- He has been conducting STEM visits
- His department continues to provide day-to-day support
- They are looking at a new website reviewing platforms to allow our district to do single point of entry.

A brief question and answer session was held on this topic. The Board thanked Mr. Potrzeba for his report.

Mr. Gregg Verspoor, Transportation Supervisor reported:

- All department annual physicals are done
- The last inspection for this fiscal year was held should be 100% pass rate as that is what we have been maintaining
- Spring sports have begun
- Clubs are out and about.

The Board requested Mr. Verspoor report on the merger outcomes for sports - how has it worked out for our district. The Board thanked Mr. Verspoor for his report.

Mr. Jason D. Thomson, Superintendent reported:

- The 2016-2017 School Calendar is now complete. We are waiting until the April Board of Education meeting to adopt it to make sure there aren't any additional changes
- He has held discussions on future building projects with the appropriate staff and Board of Education
- He recently attended the Superintendent's Conference in Albany, New York, March 5th - 8th, and met with legislatures
- April 4th at 7:00 p.m. the Board will hold a Budget Workshop
- He has completed informal observations on non-tenured teachers and is seeing great things
- The March Conference Day was a huge success the Science department deserves much of the credit
- We are very close to having a new Teacher's contract so there shouldn't be any lag between the old and new contract. Mr. Thomson feels all goals were achieved by both parties and he thanked the negotiations group for their success.

The Board thanked Mr. Thomson for his report.

New Business -

On a motion made by Trustee, Dr. Thomas Flanders, seconded by Trustee, Seth Haight, the Board of Education of Delaware Academy Central School District at Delhi approved a request to participate in cooperative bidding for bread and bread products for the school year 2016-2017 with other school districts in the Southern Tier of New York State, and that Doretta Hughson, Clerk of the Board of Education, GST BOCES, be designated to advertise, receive, and open said bids, and, that the Board of Education of Delaware Academy Central School District at Delhi reserves the right to accept or reject any or all bids. There were no questions, comments, or discussion, and the motion carried unanimously.

On a motion made by Trustee, Dr. Thomas Flanders, seconded by Vice President, Tammy Neumann, the Board of Education approved a request from the Spanish Class to travel to New York City and back on May 20, 2016 on a Delaware Academy Central School District at Delhi school bus. The cost of the bus transportation is to be covered by

Transportation

Superintendent

New Business

Approve Cooperative Bid - Bread / Bread Products

Approve Class Trip -

the District. There were no questions, comments, or discussion, and the motion carried unanimously.

Spanish Club

On a motion made by Trustee, Dr. Thomas Flanders, seconded by Trustee, Elizabeth Huneke, the Board of Education approved a request from the German Club to participate in the D.A./Wittekind Exchange Program, September 27, 2016 through October 9, 2016; and, that the District will cover bus transportation expenses for all activities for this event; and, that the District will cover the costs for substitutes for Mr. Legg, and Ms. Beall. There were no questions, comments, or discussion, and the motion carried unanimously.

Approve Participation
- German Club D.A./Wittekind
Exchange Program

On a motion made by Trustee, Lucy Kelly, seconded by Trustee, Jay Wilson, the Board of Education approved a request for student transportation from 120 Case Hill Road, Treadwell, New York to the Oneonta Community Christian School in Oneonta, New York for the 2016-2017 school year. There were no questions, comments, or discussion, and the motion carried unanimously.

Approve Transportation Request

On a motion made by Vice President, Tammy Neumann, seconded by Trustee, Lucy Kelly, the Board of Education approved the following grant applications from the Kellogg Educational and Community Center:

Approve ALK Grants / Payments

- LEGO's in Space, Event Date: TBD, Project Budget: \$1,350.00
- Solar Robotics, Event Date: May, 2016, Project Budget: \$600.00
- The Pirate of Book Island, Puppet People, Event Date: August, 2016, Project Budget: \$250.00
- LEGO Dinosaur, Event Date: September, 2016, Project Budget: \$1,200.00

There were no questions, comments, or discussion, and the motion carried unanimously.

On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board of Education approved a request from the athletic department to deem the following items as excess as they are old, outdated, do not meet New York State standards, or are no longer used; and, at a request from the Varsity Club, the Board of Education approved that the Varsity Club may take possession of the items to use as they consider appropriate:

Approve Surplus Items - Athletic Dept.

- 34 White basketball jerseys, old and outdated
- 24 Maroon modified soccer jerseys, old and outdated
- 1 Elliptical machine, no longer used
- 10 Track and Field Hurdles, broken
- 32 Field hockey skirts, no longer used
- 109 Various field hockey jerseys, no longer used
- 23 Black shorts, elastic is gone, old
- 20 Baseball pants, torn, old
- 20 Softball pants, torn, old, zippers broken
- 35 Volleyball T-shirts
- 2 Soccer Goalie jerseys
- 29 Maroon soccer jerseys, do not meet NYS standards
- 14 Striped soccer jerseys do not meet NYS standards
- 13 Red pinnies
- 1 High jump bar, old, outdated

There were no questions, comments, or discussion, and the motion carried unanimously.

On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Lucy Kelly, the Board of Education approved a request from the food service department to deem one General Electric, Single Convection Oven, Model #CN916, Serial #CCG5203, DCSD inventory tag #5580, as excess, as it has no monetary value and needs repair. There were

Surplus Items continued

no questions, comments, or discussion, and the motion carried unanimously. Surplus Items -Cafeteria On a motion made by Trustee, Dr. Thomas Flanders, seconded by Trustee, Jay Wilson, the Board of Education approved a request from the food service department to deem one Serving Line including four Hot Wells, Flat Counter, Milk Cooler insert, Open Space for an ice cream cabinet, and a cash register stand. Condition: Over 50 years old, it has no monetary value, and the hot wells need repair. Manufacturer: FAC Surplus Items -CF12813357830005, Model #CF128, Serial #: LC39210, DCSD inventory tag #5805. Cafeteria There were no questions, comments, or discussion, and the motion carried unanimously. On a motion made by Vice President, Tammy Neumann, seconded by Trustee, Jay Wilson, the Board of Education approved a request from the high school library to discard the attached list of books as they are lost, damaged, or out of date. There were no questions, comments, or discussion, and the motion carried unanimously. Surplus Items - Library Other Discussion -Books Trustee, Lucy Kelly thanked the Board of Education for all their hard work. She also commented "as I listen to the different departments speak, I am amazed at the number of hours the Principals and Teachers put in for our district." Other Discussion Trustee, Elizabeth Huneke emphasized that the Musical was awesome! She thanked Kelly everyone for their support and Ms. Miller for her hard work. Trustee, Seth Haight summarized the All County Music Festival as great! He is proud of all of the Delaware Academy students, and they represented Delaware Academy nicely. Huneke Vice President, Tammy Neumann commented that the Musical was "fabulous." She said she is amazed at the talent of our students, and they did an incredible job! Haight Trustee, Dr. Thomas Flanders thanked Mr. Shultz for his prompt answers to some insurance questions he had. He also mentioned he and his wife attended the Senior Neumann Citizen dinner held before the Musical and they had a great time. He thanked Ms. Miller for offering the program to Senior Citizens. Public Comments - President, Glenn Nealis opened the floor to public comments. **Flanders** Mr. Brian Rolfe, Art Teacher, informed the Board that art club members created the poster used for the St. Patrick's Day Parade. Also, an art show will be held on the evening of the Pops Concert. Mr. Rolfe invited everyone to attend. Public Comments Ms. Laurie Alberti, MS/HS Principal commented that after working with Ms. Miller in Rolfe preparing for the Senior Citizen's night, they've held discussions to hold a "Dinner and Theater" evening; perhaps next year. Ms. Ro Avila, 6th Grade Teacher, inquired about the A.L. Kellogg funds - is it defined in Alberti writing what the money can be used for? Mr. Bruce McKeegan, School Attorney responded, yes. Mr. Thomson will forward a copy of the court order language to Ms. Avila. Avila On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board of Education entered into Executive Session to discuss a contractual item, with no action to be taken, at 9:08 p.m.

On a motion made by Trustee, Seth Haight, seconded by Vice President, Tammy

Neumann, the Board of Education left Executive Session at 10:10 p.m. The Board entered

Enter Executive

Session

Open Session at 10:11 p.m.	
On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Lucy Kelly, the Board of Education adjourned the Regular Meeting at 10:12 p.m.	Leave Executive Session
Respectfully submitted,	Adjournment
Susan J. Temple District Clerk	
Attachment (Books)	