### Delaware Academy Central School District at Delhi

2 Sheldon Drive Delhi, NY 13753

#### **MEETING MINUTES**

Regular Meeting of the Board of Education

Date: May 23, 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 faculty and community.

President, Glenn Nealis, called the Regular Meeting of the Board of Education of the Delaware Academy Central School District at Delhi to order at 6:02 p.m.	Call to Order
On a motion made by Trustee, Seth Haight, seconded by Trustee, Elizabeth Huneke, the Board of Education entered Executive Session to discuss Personnel appointments, with no action to be taken, at 6:03 p.m.	Enter Executive Session
On a motion made by Trustee, Jay Wilson, seconded by Trustee, Lucy Kelly, the Board of Education left Executive Session at 7:15 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 7:18 p.m.	Call to Order with Pledge of Allegiance
On a motion made by Trustee, Seth Haight, seconded by Trustee, Elizabeth Huneke, the Board of Education appointed Nancy Hein, District Treasurer, as District Clerk Pro Tem for the duration of the May 23, 2016 Board of Education meeting. There were no questions, comments, or discussion, and the motion carried unanimously.	Appoint District Clerk Pro Tem
Presentations -	Presentations
Mentor Presentation - Mr. Matt Albright, Middle School Guidance Counselor, and Ms. Michelle Cleveland, High School Guidance Counselor, gave a brief presentation on a new program they plan to implement at Delaware Academy. The program is Cross-age Mentoring Program (CAMP). The goal is to implement the program in the 2016-2017 school year.	CAMP
Public Comments - Ms. Jaclyn Darling, Special Education Teacher, thanked the Board of Education, Mr. Thomson, and Ms. Alberti for their assistance in working through certification issues at the New York State level.	Public Comments Darling
The Board thanked Ms. Darling for her comment.	

information on an independent study incorporating Math, Physics and Music.

The pair worked to build an instrument they call the "Gustaphone." The instrument will be played at the high school concert.

The Board thanked Mr. Degan and Mr. Maney for their comment.

Degan / Maney continued

Mr. Matt Krysten thanked the Board for approving open gym time for community use. He said 500 to 600 people used the gym - all age groups. The pilot program was very successful. He suggested the program run from January to March next year.

Krysten

The Board thanked Mr. Krysten for his comments.

#### **Routine Matters**

Approve Minutes

#### Routine Matters -

On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Lucy Kelly, the Board of Education approved Minutes from the Budget Workshop held on March 17, 2016, the Budget Workshop Minutes of April 4, 2016, and the Regular Board of Education Meeting Minutes of April 20, 2016 as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

Accept Financial Reports

On a motion made by Trustee, Seth Haight, seconded by Trustee, Tammy Neumann, the Board of Education accepted the AL Kellogg, Morgan Stanley Report for the period dated March 1-31, 2016, and the March 2016 Treasurer's Report as submitted. There were no questions, comments, or discussion, and the motion carried unanimously.

Personnel

On a motion made by Trustee, Tammy Neumann, seconded by Trustee, Jay Wilson, the Board approved the following personnel recommendations by the Superintendent pending fingerprint clearance:

#### Retirements:

• Thomas, Mary Beth, Aide, Effective: June 23, 2016

#### Retirements

Thomas

#### Resignations:

• Fairbairn, Courtney, CSE Chairperson, Effective: June 30, 2016

## Resignations

Fairbairn

#### **Provisional Appointments:**

No provisional appointments for May 2016

#### **Probationary Appointments:**

Hasselbarth, Michelle, Special Education Teacher, Full Time, 10 Month, Tenure Area: Special Education, Certification: Special Education, Permanent, Salary as per DAFA Agreement, Probationary Period: Effective September 1, 2016 - June 30, 2019. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, 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 in at least two (2) of the three (3) preceding years 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

Mucciaro, Anthony, Physical Education Teacher, Full Time, 10

# Probationary

Hasselbarth

Mucciaro

Month, Tenure Area: Physical Education, Certification: New Hampshire Physical Education K-12, Salary as per DAFA Agreement, Probationary Period: Effective September 1, 2016 - June 30, 2020. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, 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 in at least three (3) of the four (4) preceding years 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

Mucciaro continued

 Petrilli, William, CSE Chairperson, Full Time, 11 Month, Tenure Area: Special Education, Certification: Special Education, Permanent, Probationary Period: Effective July 1, 2016 through February 6, 2017, Salary as per the Delhi Supervisor's Agreement Petrilli

Piper, Nancy, Computer Networking Teacher, Full Time, 10 Month, Tenure Area: Mathematics, Certification: Mathematics 7-12
Permanent, Salary as per DAFA Agreement, Probationary Period: Effective September 1, 2016 - June 30, 2019. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, 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 in at least two (2) of the three (3) preceding years 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

Piper

 Santulli, Laurie, Driver's Education Instructor, Summer / Seasonal, Certification: MV-283B NYS Motor Vehicle, approved to teach approved programs in Driver and Traffic Safety Education; Teacher Certification: Social Studies 7-12, Permanent. Effective: July 1, 2016 -August 31, 2016, \$25.00 Per Hour Santulli

Tarantino, Alyssa, Elementary Teacher, Full Time, 10 Month, Tenure Area: Elementary, Certification: Childhood Education 1-6, Initial, Salary as per DAFA Agreement, Probationary Period: Effective September 1, 2016 - June 30, 2020. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, 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 in at least three (3) of the four (4) preceding years 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.

**Tarantino** 

# Mentor Assignments / Appointments - Stipend per DAFA Agreement:

**Mentors** Baxter

 Baxter, Clifford, Mentor To Anthony Mucciaro - September 1, 2016 -June 30, 2017 Doig, Jennifer, Mentor To Michelle Hasselbarth - September 1, 2016
 June 30, 2017

 Hannigan, Peggy, Mentor To Nancy Piper - September 1, 2016 - June 30, 2017

 O'Connell, Vicki, Mentor To Alyssa Tarantino - September 1, 2016 -June 30, 2017 Doig

Hannigan

O'Connell

#### Permanent Appointment:

 Hadley, Kayla, Teacher's Aide, Permanent Appointment: Effective May 2, 2016 Permanent

Hadley

#### Change in Position:

No change in positions for May 2016

# Substitute Appointments Pending Fingerprint Clearance - May 24, 2016 through June 30, 2016:

• Northrup, Christopher, Instructional, Retroactive to April, 20, 2016

#### Substitutes

Northrup

#### Long Term Substitute:

 Hoffmann, Cheyanne, Long Term Substitute, Retroactive to May 2, 2016 through June 23, 2016

# Long Term Sub

Hoffmann

#### Leave of Absence Request:

 Gregory, Anne, Anticipated, Unpaid, Leave of Absence, September 1, 2016 - October 17, 2016 (Actual Dates T/B/D)

#### Leave of Absence

Gregory

#### Tenure Appointments:

• Gray, John, M.S./H.S., Special Education, Certification: Student's with Disabilities 7-12, Effective: September 1, 2016

• Reid-Jackson, Wendy, Shared Elementary, M.S/H.S, Art, Certification: Art, Effective: September 1, 2016

### Tenure

Gray

Reid-Jackson

#### Correction To Co-Curricular Appointments:

Revision: Krick, Diane, Jazz Band (Co-Advisor) Effective: 2015-2016

#### Correction

Krick

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

No Coaching appointments for May 2016

# Other

Collison

#### Other:

BE IT RESOLVED, that Kim Collison will receive a lump sum payment of \$1,080.00 for successfully completing thirty six credit hours at an institution of higher learning in accordance with the DAFA Agreement, Article XXIV, G (2) and \$550.00 for successfully obtaining her Master's Degree as per DAFA Agreement, Article XXIV, D.

A recommendation to appoint a science teacher and a mentor to the science teacher was tabled.

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

On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Jay Wilson, the Board of Education accepted CSE recommendations for May 2016.

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

### Departmental Reports -

Ms. Julie Mable, K-5 Principal reported:

- New Hire, Alyssa Tarantino to replace Jody Shaw, Grade 2
- Project Lead the Way (PLTW) she's working with Mr. Bedient on this, and he is signing up for summer courses to be trained for using the modules in grades 3, 4, and 5. Two modules will be taught on a rotating basis with Keyboarding at each of the grade levels
- The OLWEUS committee hosted a Travel the World Night. They had limited attendance. The committee will try having the event again, but in winter months when there isn't so much activity going on outside school
- iReady will be used next year as an assessment piece for ELA and Math. Staff will be trained on opening day to use the program
- Eureka Math has agreed to hold a summer institute here in Delhi, NY.
   We will be the host school district for the training.
- Seed planting to take place soon in the school gardens
- Field trips happening
- BLT and PTO Outdoor Movie Night Good Dinosaur
- June 14<sup>th</sup> is the 4<sup>th</sup> and 5<sup>th</sup> grade concert

The Board thanked Ms. Mable for her report.

Ms. Laurie Alberti, MS/HS Principal reported:

- Portable Planetarium was here for a few days last month
- Meeting held regarding culinary class
- LINKS

The Board thanked Ms. Alberti for her report.

Mr. Carey Shultz, Business Manager reported:

- Arts and Education through BOCES
- Budget passed
- New Sub Service

The Board thanked Mr. Shultz for his report.

Mr. Jeffrey Ferrara, Athletic Director reported:

- Mr. David Kelly was inducted into Hall of Fame
- New banner for the gym

The Board thanked Mr. Ferrara for his report.

Mr. Bill Bartlett, Building and Grounds Supervisor reported:

- Hosted a building walk through for the Board Thursday 3/31
- Continue to work with Highland Architects in the development of the project scope.
- Lead testing update results show we have excellent water;
   All of the 30 second flush samples came back well below the action limits; four fixtures showed elevated levels; we are in the process of replacing these fixtures and will retest these taps. He met with the end

Reports

Elementary Principal

MS/HS Principal

Business Manager

Athletic Director

Building & Grounds

users of the four locations and instructed them to run the water for 30 seconds prior to use until the fixtures are replaced and retested. Any concerns can be eliminated just by running the water for 30 seconds

- Fire inspection Monday 5/2 corrections have been made
- CO sensors were installed in April; we are in compliance with the new law that takes affect 6/27/16
- AHERA 2016 Tri-annual Re-inspection Thursday 5/26

The Board thanked Mr. Bartlett for his report.

Mr. Luke Potrzeba, Technology Supervisor reported:

- New backup system in place
- Migrating to a new website July 1 target date
- New mobile app

The Board thanked Mr. Potrzeba for his report.

Mr. Jason D. Thomson, Superintendent reported:

- 85% Pass rating on the budget vote. Congratulations to Dr. Flanders, Seth Haight, and Lucy Kelly who will continue to serve as Board of Education members
- CTEP
- Daffodils fill in the holes
- DBL Community Service hours for Seniors

The Board thanked Mr. Thomson for his report.

#### New Business -

On a motion made by Trustee, Jay Wilson, seconded by Trustee, Tammy Neumann, the Board of Education approved a resolution authorizing the issuance pursuant to Section 90.00 or Section 90.10 of the Local Finance Law of Refunding Bonds of the Delaware Academy Central School District at Delhi, Delaware County, New York, to be designated substantially "School District Refunding (Serial) Bonds", and providing for other matters in relation thereto and the payment of the Bonds to be refunded thereby. A roll call vote was held with the results being 7 aye, 0 nay, and the motion carried unanimously.

On a motion made by Trustee, Jay Wilson, seconded by Trustee, Elizabeth Huneke, the Board approved an amended Municipal Cooperative Agreement with the Catskill Area Schools for the Employees Benefit Plan. There were no questions, comments, or discussion, and the motion carried unanimously.

On a motion made by Vice President, Tammy Neumann, seconded by Trustee, Seth Haight, the Board of Education approved the following resolution:

#### WHEREAS,

The Cooperative Purchasing Service is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and WHEREAS.

The Delaware Academy Central School District at Delhi is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES in the joint bidding of the items mentioned above as authorized by

Building & Grounds continued

**Technology** 

Superintendent's Report

New Business Refunding Bond

Approve Amended Municipal Cooperative Agreement

Approve Bid Resolution - Cooperative Purchasing

General Municipal Law, Section 119-o, and WHEREAS.

The Delaware Academy Central School District at Delhi wishes to appoint the Delaware-Chenango-Madison-Otsego BOCES to advertise for bid, accept, tabulate bids and award bids on their behalf; therefore BE IT RESOLVED,

That the Board of Education of the Delaware Academy Central School District at Delhi hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Delaware Academy Central School District at Delhi authorizes the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHERED RESOLVED,

The Board of Education of the Delaware Academy Central School District at Delhi agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the BOCES Board; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s). 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 accepted a Memorandum of Understanding between the Delaware Academy Central School District at Delhi and Delaware Opportunities, Inc., Head Start Program, for the purpose of establishing working procedures between Delaware Academy Central School District and Delaware Opportunities Inc., Head Start Program. 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 an agreement dated August 15, 2016, between Delaware Academy Central School District at Delhi and The Mary Imogene Bassett Hospital (MIBH) to retain MIBH for the purposes of providing a Sports Medicine Program. 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 athletic department to merge a Wrestling team for the 2016-2017 school year with Walton Central School District. There were no questions, comments, or discussion, and the motion carried unanimously.

On a motion made by Trustee, Lucy Kelly, seconded by Trustee, Seth Haight, the Board of Education approved a request from the technology department to deem the attached list of items surplus as they have no value. There were no questions, comments, or discussion, and the motion carried unanimously.

On a motion made by Trustee, Seth Haight, seconded by Trustee, Elizabeth

Cooperative Purchasing continued

Accept MOU - Delaware Opportunities Head Start Program

Approve Agreement - MIBH

Approve Sports Merger - Wrestling

Approve Surplus Items - Technology

Approve Surplus Items -Library Huneke, the Board of Education approved a request from the high school library to discard the attached list of books as they are old, outdated or in poor condition. 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 accepted a Utica National School Safety Excellence Award in the amount of \$500.00 and a plaque for its commitment to safety. 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 approved the following resolution to approve Mr. Jason D. Thomson, Ms. Laurie Alberti, and Ms. Julie Mable, as Qualified Lead Evaluators of classroom teachers /building principals:

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):

- (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 measures 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:
- (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.

This certification has been issued in accordance with the process for certifying lead evaluators described in the district's annual professional performance review (APPR) plan.

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

Accept Utica National School Safety Excellence Award

Approve Lead Evaluators

Approve Jr. Prom

On a motion made by Vice President, Tammy Neumann, seconded by Trustee, Jr. Prom continued Elizabeth Huneke, the Board of Education approved a request from the Class of 2017 to hold the Jr. Prom. There were no questions, comments, or discussion, and the motion carried unanimously. Other Discussion Other Discussion -Kelly Trustee, Lucy Kelly, commended Ms. Christine Miller and Luke Potrzeba for all their hard work. Huneke Trustee, Elizabeth Huneke congratulated Mr. John Gray and Ms. Wendy Reid-Jackson on achieving tenure status. Haight Trustee, Seth Haight congratulated Mr. John Gray and Ms. Wendy Reid-Jackson on achieving tenure status. He congratulated the new hires. He also thanked Mr. Shultz for his good work on the budget. Wilson Trustee, Jay Wilson commented he was happy with the budget results. He liked the presentation by the guidance department tonight. Neumann Vice President, Tammy Neumann reiterated congratulations to everyone. **Public Comments** Public Comments -Avila Ms. Ro Avila addressed the Board with a concern regarding the hiring of a male physical education teacher. If the Board of Education hires another male physical education teacher, there won't be anyone to monitor the girls' locker room. The Board thanked Ms. Avila for her comments. Enter Executive Session On a motion made by Trustee, Elizabeth Huneke, seconded by Trustee, Lucy Kelly, the Board of Education entered Executive Session to discuss personnel items, with no action to be taken, at 8:39 p.m. Leave Executive Session On a motion made by Trustee, Jay Wilson, seconded by Vice President, Tammy Neumann, the Board of Education left Executive Session at 12:19 a.m. The Board of Education entered into Regular Session at 12:20 a.m. Adjournment On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Regular Meeting of the Board of Education was adjourned at 12:23 a.m. Respectfully Submitted, Nancy Hein District Clerk Pro Tem

Attachments (2)