Delaware Academy Central School District at Delhi 2 Sheldon Drive

Delhi, NY 13753

MEETING MINUTES

Regular Meeting of the Board of Education

Date: April 28, 2015

Members Present: Glenn Nealis, Wayne Oliver, Seth Haight, and Jay Wilson

Members Absent: Dr. Thomas Flanders, and Tammy Neumann

Others Present: Jason D. Thomson, Superintendent, Bruce McKeegan, School Attorney, and several members of

the community and staff.

Vice President, Glenn Nealis called the Regular Meeting of the Board of Education to order at 6:30 p.m.	Call to Order
On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Seth Haight, the Board of Education entered Executive Session to discuss a contract for the Business Manager, with no action to be taken. The Board entered Executive Session at 6:31 p.m.	Enter Executive Session
On a motion made by Trustee, Seth Haight, seconded by Trustee, Wayne Oliver, the Board of Education left Executive Session at 7:00 p.m.	Leave Executive Session
Vice President, Glenn Nealis called the Open Session of the Regular Meeting of the Board of Education to order with the Pledge of Allegiance at 7:04 p.m.	Call to Order with Pledge of Allegiance
Presentations –	Presentations
Project Summary – Mr. Paul Klinko, LeChase Construction Company	Project Summary
Mr. Klinko gave a brief summary of items still necessary to complete the building project. He reported that they have been continuing to work on the clock tower box drains and painting some doors. There are some changes that were required; chimney liner changed in Elementary building, and acoustical panels in the gym. The scoreboard is not finalized yet.	
There was a brief question and answer session. The Board thanked Mr. Klinko for his presentation.	
Update on Common Core Language – Ms. Erin Haight, English Teacher	Update on Common Core Language
Ms. Haight updated the Board of Education on the progress of looking at consistent language for use by all teachers when preparing assessments. The team has met with teachers in all disciplines and has compiled a list for colleagues to use when preparing assessments. A common language will be used for consistency across the board.	Zone Zungauge
Ms. Haight reported on the strategies and methods for reading. They went through different grade level rubrics; different content areas, and gave teachers in different	Update continued,

content areas tools to incorporate into assessments; grammar and literacy. She reported that all students sign an Academic Integrity Contract stating they will not plagiarize as well as, taught students how to cite their work properly.

The team will revisit with teachers at a faculty meeting in June, 2015 to see how the information is working for everyone.

There was a brief question and answer session, and the Board thanked Ms. Haight for her report.

Public Comments -

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

Routine Matters -

On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board of Education approved the Minutes of the Regular Board of Education Meeting held on March 23, 2015 as submitted. There were no questions, comments or discussion, and the motion carried unanimously.

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Seth Haight, the Board of Education approved the Treasurer's Report and the Morgan Stanley Report on the AL Kellogg Education Fund Investment for March 2015 as submitted. 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 the following personnel recommendations as submitted by the Superintendent, pending fingerprint clearance, except for the recommendation for Ms. Abigail Oliver. Ms. Oliver's appointment recommendation was carried over to the May 2015 Board of Education meeting.

Retirements:

• Tucker, Suzanne, Art Teacher, Elementary, with regrets from the Board, effective June 30, 2015.

Provisional Appointments:

• Shultz, Carey W., Business Manager, Competitive, Provisional pending civil service exam, FT 12 month, Confidential Working Conditions, effective July 1, 2015 with a Salary of \$94,000.00.

Probationary Appointments:

- Bobrik, Kristen, Special Education Teacher Elementary, Certification: Special Education (B-6), Initial, and Childhood and Early Childhood (B-6), Initial, Tenure Area: Elementary Special Education, probationary period: September 1, 2015 through September 1, 2018, salary as per DAFA Agreement.
- Reid-Jackson, Wendy, Art Teacher Elementary and Middle School, Certification: Art, Permanent, Tenure Area: Art, probationary period: September 1, 2015 through September 1, 2016 with two years of service applied toward probationary period, salary as per DAFA Agreement.

Public Comments

Routine Matters

Approval of Minutes

Approval of Financial Reports

Approval of Personnel

Retirements

Tucker, S.

Provisional
Appointment
Shultz

Probationary Appointments:Bobrik

Reid-Jackson

White, Melissa, Elementary Teacher, Grade 4, Certification: Early Childhood Ed (B-2), Initial, and Childhood Ed (1-6), Initial, Tenure Area: Elementary (reassignment of tenure area from Elementary Special Education), probationary period: September 1, 2015 through September 1, 2018, Salary per DAFA Agreement.

White

Note: There was an Art teacher on the Preferred Eligible List to return. The teacher was offered the Art Position and declined.

Permanent Appointment Wilcox

Permanent Appointments:

Wilcox, Jillyn, Aide, permanent appointment effective May 4, 2015.

Change in Position

Change in Position:

No change in positions for April 2015.

Substitute Appointments Pending Fingerprint Clearance - April 29, 2015 - June 30, 2015:

- Eubanks, Charles, Instructional
- Hadley, Kayla, Non-Instructional, and Transportation
- Huneke, Elizabeth, Non-Instructional, Per-Diem, \$18.73 per hour, to assist in payroll clerk transition.

Substitutes

Eubanks Hadlev Huneke

Leave of Absence Request:

- Tucker, Brittany, Anticipated Maternity Leave of Absence, paid, September 1, 2015 to September 15, 2015 if necessary.
- Yando, Allison P., Request to Extend Paid Leave of Absence to June, 16, 2015.

LOA Approvals

Tucker, B.

Yando

Tenure Appointments:

Tenure No tenure appointments for April 2015.

Co-Curricular Appointments:

No co-curricular appointments for April 2015.

Co-Curricular

Appointments

Abts, Micaiah, Weight Room Instructor, Step IV Boerner, Ron, Modified Wrestling, Step IV

Coaching Appointments - Winter 2016 - Stipend as per DAFA Agreement:

- Branigan, Michael, Boys Modified Basketball, Step IV
- Bruce, Todd, Girls Varsity Basketball, Step IB
- Darling, Jaclyn, Modified Basketball, Step IV
- Kelly, David, JV Basketball, Step IIA
- Kelly, Warren, Varsity Boys Basketball, Step IB
- Laing, Jessica, Modified Girls Basketball, Step IV
- Legg, Terry, Varsity Indoor Track and Field, Step IIA
- Pecori, Jon, Varsity Wrestling, Step IB
- Sackett, Michael, Girls JV Basketball, Step IIA

Coaching

Abts

Boerner Branigan Bruce Darling Kelly, D Kelly, W Laing Legg Pecori Sackett

Other:

BE IT RESOLVED, that Lindsey Reynolds be paid \$550.00 for receiving a Professional Certificate as per Article XXIV - Salary Schedule, Section E, 3 of the

Other

Reynolds, L.

DAFA Agreement.

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 CSE Recommendations as submitted by the CSE Chairperson for March 2015. There were no questions, comments, or discussion, and the motion carried unanimously.

Approve **CSE**Recommendations

Reports

Elementary

Reports -

Ms. Judith Byam, Elementary Principal reported:

- Teachers are once again in the process of preparing packets to send home with students at the end of the school year. Included in the packets are activities and resources for parents.
- The students in grades 3, 4, and 5 have completed the NYS ELA and Math assessments. As expected, we have seen an increase in the number of students that parents have refused to have their children participate in the assessments.

The breakdown is as follows:

ELA State Assessments- Day 3

Grade level	# in grade	# refused	% refuse
3rd	60	9	15 %
4th	62	6	10%
5th	53	10	18%

Total # of refusals=25/175 or 14%

DISTRICT NAME: Delaware Academy

Grades 3-8 Math Assessment – April 22-24, 2015					
		Total Students Eligible	Number of Refusals	Percent of Refusal	
District	Grade Level				
	Grade 3	60	12	20%	
	Grade 4	62	9	14%	
	Grade 5	53	11	21%	

Total # 32/175 or 18%

- Teachers are finishing administering make up Math test; they have begun scoring the ELA tests.
- Many special events in DES Thursday is the annual 4th grade Colonial Days, 1:30 in cafeteria. May 13, 4th grade will be visiting SUNY Delhi activity fair, May 15th 1st grade classes are going to tour O'Connor Hospital, May 21st, the K-5 students are going on a field trip to the Ross Park Zoo. Additional activities are in the process of being planned.

Elementary continued,

The Board thanked Ms. Byam for her report.

Ms. Laurie Alberti, 6-12 Principal reported:

MS/HS

- The Spanish students are here!
- The art dept is hoping to have an art show the first week of June
- DA hosted a college fair on April 8
- We also hosted a Youth Summit on April 21
- April 17 was our MS dance
- NYS Math make-up days were yesterday, today and tomorrow and we are scheduled to score next week
- Gearing up for the AP exams

Principal Update

- She and Mr. Thomson attended the NTHS at the Harold Campus
- Monday, May 4th she will be meeting with the regional principals and superintendents to discuss summer development and the regional calendar for next year, should we move in this direction
- May 6th is the SUNY Scholar Recognition Banquet which she will be attending
- May 7th is a state held learning summit regarding the evaluation system
- Four more fire drills needed.

The Board thanked Ms. Alberti for her report.

Mr. Ron Whipple, Interim Business Manager reported:

- Sixteen years ago was his first time serving as an interim at Delaware Academy
- The District is in great shape financially
- At a recent Finance Committee meeting, the committee reviewed sale of buses (5), Ms. Miller gave a brief review of the food service program, and Mr. Thomson reported on buildings and grounds in Mr. Bartlett's absence.
- ALK funds were reviewed.
- May 7, 2015 is Meet the Candidate and Budget Hearing
- The business office is winding down for the close of the fiscal year on June 30, 2015
- He will be working with Mr. Shultz so there is a seamless transition. He reported that Ms. Chrisman worked with him for a few days prior to her leaving the district.
- Mr. Whipple thanked the staff for their assistance to him.

The Board thanked Mr. Whipple for his report.

Mr. Bill Bartlett, Buildings and Grounds Supervisor reported,

- During the last break, his department added some color to the middle school corridors
- They obtained a new piece of equipment for the baseball fields; a sod cutter for weed maintenance. Mr. Bartlett reported they used to rent a machine to do this and now that they own one, they can use it weekly for weed maintenance.
- Relay for Life was held here recently. He feels it was a positive experience. The
 grounds looked great! The group did a really good job. His staff was able to
 support the group to keep things clean and make last minute changes.

A brief question and answer session was held. The Board thanked Mr. Bartlett for his report.

Ms. Christine Miller, Food Service Supervisor reported,

- Breakfast Meal totals for March was 3,024
- Lunch Meal totals for March was 8,397, with 19 total serving days.

MS/HS

Business Office

Buildings & Grounds

Buildings & Grounds continued

Food Service

- April 8th-F.S Dept assisted the Delaware County Guidance Association with refreshments for the Annual College Fair.
- April 24th-F.S. Dept collaborated with Cornell Cooperative Extension to provide a 30 minute meal for the Spring into Action PTO event. Students enjoyed being Junior Chef's and creating mini pizzas and fruit parfaits.

The Board thanked Ms. Miller for her report.

Mr. Luke Potrzeba, Technology Supervisor reported,

- His team is continuing with technology planning for staff
- They are looking at surveys and gathering information from teachers to help them plan around curriculum and target competencies
- Smart Schools funding process and details were released yesterday by the state, which they are currently reviewing
- Third quarter Elementary report cards are out
- The Technology Club continues for Elementary students
- Two new copiers were installed today. The remainder will be installed Thursday.

The Board thanked Mr. Potrzeba for his report.

Mr. Gregg Verspoor, Transportation Supervisor reported,

- Five buses were sold and delivery was taken
- Athletic season in full swing
- DOT inspections continue to go well
- They have four trips to NYC for field trips this next week
- The added EZ Pass for convenience to the drivers for long trips. The drivers are very grateful.

The Board thanked Mr. Verspoor for his report.

Mr. Jason D. Thomson, Superintendent reported,

- Relay for Life was held here last Saturday
- We are offering the Business Manager position to Mr. Carey Shultz. Mr. Shultz will begin on July 1, 2015. Thank you to Trustee Oliver and Trustee Haight for their participation in the interview process.
- Interviews for the Elementary principal position are being held on Wednesday and Thursday this week. Thank you to Vice President Nealis for taking time out of his busy schedule to participate in these interviews
- The Annual Budget Hearing will be held on Thursday, May 7. A Meet the Candidate reception will be held immediately preceding the budget hearing
- Assignment changes to Elementary staffing Michelle Temming, AIS Math, Jennifer Reynolds, 1st grade, Abby Oliver to CTEP program, Melissa White to 1st grade. We are adding an Elementary special education teacher, Kristen Bobrik.
- We currently have an opening for a 15:1 HS Special Ed. Teacher. Deadline: 5/6/15
- Emergency day give back The district has two remaining emergency days to use; Friday, May 22 and Tuesday, May 26, 2015 are being declared "give back" days for the students and staff provided we don't have any other need for them before then
- Head Start Contract completed. The classroom will be the former construction office located in the Middle School
- Thank you to everyone for all the hard work and dedication to the District. We
 have a really wonderful group of people on staff that makes our District a
 success.

Technology

Transportation

Superintendent

Superintendent continued.

The Board thanked Mr. Thomson for his report.

Policy Review -

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Seth Haight, the Board adopted Policy #57, Independent Educational Evaluation with revisions, as submitted. There were no questions, comments or discussion, and the motion carried unanimously.

The Board held its second reading of Policy #69, Concussion Management, and will vote to adopt the policy at its regular meeting in May 2015.

New Business -

On a motion made by Trustee, Seth Haight, seconded by Trustee, Jay Wilson, the Board adopted the revised school calendar for the 2015-2016 academic school year as submitted. The revision reflects March 28 as a full day out due to contractual obligation. There were no questions, comments or discussion, and the motion carried unanimously.

On a motion made by Trustee, Seth Haight, seconded by Trustee, Jay Wilson, the Board resolved to approve the following proposition, retroactive to April 7, 2015, to be put before the voters on May 19, 2015:

RESOLVED, that the Board of Education of the Delaware Academy Central School District at Delhi, Delaware County, New York, is hereby authorized to purchase one (1) van including incidental expenses in connection therewith, at a maximum cost not to exceed \$23,000.00 or so much thereof as may be necessary, shall be paid with available funds, or shall be raised by the levy of a tax upon the taxable property of said School District and collected in annual installments as provided by Section 416 of the Education Law; and, in anticipation of such tax, obligations of said School District shall be issued. There were no questions, comments, or discussion, and the motion carried unanimously.

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Jay Wilson, the Board resolved to approve an agreement of lease by and between the Delaware Academy Central School District at Delhi and Delaware Opportunities Inc., to lease a room for the purpose of providing Head Start programming to members of the community. There were no questions, comments, or discussion, and the motion carried unanimously.

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Seth Haight, the Board voted on the following resolution to approve/vote down the DCMO BOCES Administrative Budget:

RESOLVED, that the Delaware Academy Central School District at Delhi Board of Education does hereby (approve/<u>vote down</u>) the proposed Delaware-Chenango-Madison-Otsego BOCES Administrative Budget for the 2015-2016 school year in the amount of \$2,168,698.

Roll Call Vote: Dr. Flanders, Absent, Wayne Oliver, Nay, Glenn Nealis, Nay, Seth Haight, Nay, Jay Wilson, Nay, and Tammy Neumann, Absent. Vote Results: 4, Nay, 2 Absent, and the motion is defeated.

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Seth Haight, the Board resolved to cast one vote each for the following DCMO Candidates for Board of Education: One vote cast for Jermaine Bagnall-Graham of Sherburne-

Policy Review

Adopt #57, Independent Education Evaluation

2nd Reading - #69 Concussion Mgmt

New Business

Adoption of Revised 2015-16 School Calendar

Approval to Purchase Van

Approval of Lease – Delaware Opportunities Head Start Program

Vote for DCMO BOCES Administrative Budget

Vote for DCMO

Earlville Central School, one vote cast for Vanessa Warren of Afton Central School, and one vote cast for David Cruikshank of Otselic Valley Central School District. There were no questions, comments or discussion, and the motion carried unanimously.

BOCES BOE Candidates

Mr. John Gray, Speech and Debate Club Advisor, and Students Emily Kollig, Jesilyn Gopurathingal, Declan Kottmeier, Donna-Jo Rodriguez, and Courtney Hasbrouck addressed the Board to give them a brief update on the activities and accomplishments of the club throughout the school year.

Speech & Debate Club Update

The Club also asked for the Board's support in their request to attend an NCFL tournament that will be held in Fort Lauderdale, Florida on May 23 – May 24, 2015. The Club is requesting the Board approve the use of a school bus for the transportation to and from the airport. All other fees and expenses will be covered by the Speech and Debate team.

Approval of Speech & Debate Club to attend NCFL Tournament in Florida

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Jay Wilson, the Board resolved to approve a request from the Speech and Debate Club to travel to Fort Lauderdale, Florida to participate in the NCFL tournament on May 22, 2015 to May 25, 2015, and that the Board approved the use of a school bus for transportation to and from the airport. All other fees and expenses will be covered by the Speech and Debate team. There were no questions, comments or discussion, and the motion carried unanimously.

The Board thanked the group for their presentation and wished them a safe trip and good luck in the tournament.

Rescind Class of 2015 Trip to Virginia

On a motion made by Trustee, Wayne Oliver, seconded by Trustee Seth Haight, the Board resolved to rescind a request from the Class of 2015 to participate in a class trip to Virginia Beach, Virginia, June 6, 2015 - June 7, 2015, via charter motor coach, at no cost to the district, approved in November 2014;

Approve Class of 2015 Trip to Boston MA

BE IT FURTHER RESOLVED, that the Board approves a request from the Class of 2015 to change the senior trip to go on an overnight trip to Boston, Massachusetts on June 6, and June 7, 2015; and

Class of 2015 Trip continued

BE IT FURTHER RESOLVED, that the Board approves the use of a D.A. school bus and driver to provide transportation for the trip. The class will pay the expenses, such as fuel and driver, related to the use of the bus.

A brief discussion was held regarding concerns about such a small amount of interest

from the senior class. Mr. Kline, Class of 2015 Advisor, commented that he is a bit disappointed in the small turnout of students interested as well. Plans for chaperone arrangements were discussed, security measures to be taken, etc. These are miner plans

that will be worked out prior to the trip to assure the students stay safe, but have fun during their trip.

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

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Jay Wilson, the Board approved the following resolution to sell five buses that have been previously deemed as surplus by the transportation department. Proceeds from the sales of the school buses will be placed in the fund to cover costs for the lease of buses.

Approve Sales of Buses

WHEREAS the Board of Education previously determined buses 199, 200, 201, 202, and 203, no longer in service, to be surplus property; and

WHEREAS IN MARCH 2015, after the District finalized its lease of new buses the Transportation Department solicited proposals for the sale of the surplus buses directly from used bus dealers; and

WHEREAS the Transportation Director received at least three bids, with one vendor, Quality Bus Service, LLC submitting the highest and most attractive offer.

Now therefore the Board of Education does hereby resolve to accept the offer of Quality Bus Service, LLC to purchase the five above mentioned surplus buses for the following prices, for immediate delivery in "as is" condition: Bus #199, \$19,500.00, #200, \$25,800.00, #201, \$28,000.00, #202, \$26,300.00, and #203, \$25,800.00.

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

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Seth Haight, the Board resolved to accept the 2015 Utica National School Safety Excellence Award in the amount of \$500.00 and a plaque for its commitment to safety. The Board thanked Mr. Bartlett and the staff for their dedication to the continuation of efforts on safety for the District. There were no questions, comments or discussion, and the motion carried unanimously.

On a motion made by Trustee, Seth Haight, seconded by Trustee, Jay Wilson, the Board resolved to accept a request from the technology department to deem the attached list of equipment surplus as the items have no value. There were no questions, comments or discussion, and the motion carried unanimously.

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Jay Wilson, the Board resolved to approve a request from Ms. Byam, Elementary Principal, to deem 14 wall maps, no tags, as surplus items as they are in poor condition, and one Wurlitzer Piano, tag #5050 as surplus as it is in fair to poor condition and no longer used. There were no questions, comments or discussion, and the motion carried unanimously.

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Jay Wilson, the Board approved a request from Ms. Byam, Elementary Principal to remove books from use as submitted (see attached list). There were no questions, comments or discussion, and the motion carried unanimously.

On a motion made by Trustee, Seth Haight, seconded by Trustee, Jay Wilson, the Board resolved to accept a donation from Tractor Supply for tools as per the attached list with a follow up letter to Tractor Supply to acknowledge the Board's appreciation. There were no questions, comments or discussion, and the motion carried unanimously.

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Seth Haight, the Board resolved to accept a donation of five custom-made bookcases with an estimated value of \$1,000.00 each from Ms. Stephanie Carter Halberian with a letter to follow to acknowledge the Board's appreciation. There were no questions, comments or discussion, and the motion carried unanimously.

Board Comments -

Trustee, Seth Haight welcomed Mr. Carey Shultz and Ms. Kristen Bobrik to the District. He also expressed appreciation to the staff for all the work they do.

Public Comments -

Mr. Will Outsen, Delhi, New York inquired about the GAP Elimination that Senator Seward commented about recently. Did the District receive 60% this year and do they

Accept Safety Award from Utica National Insurance Co.

Approve Surplus Equipment – Technology

Approve Surplus – Elementary

Approve Removal of Books from Use – Elementary

Accept Donation – Tractor Supply

Accept Donation – Halberian

BOE Comments

Haight

Public Comments

expect to receive 40% next year? Outsen Mr. Thomson replied to Mr. Outsen that the District received about half of the amount of money projected from the state. Mr. Will Outsen, Delhi, New York inquired if this information will be included in the budget hearing presentation that will be made on May 7, 2015. Mr. Thomson replied to Mr. Outsen, yes, the information will be updated in the presentation when it is presented to the public on May 7, 2015. Mr. Peter Hannigan, Delhi, New York inquired about the revised school calendar. He was under the understanding that the day after Easter would be a full day. Has there been a change to that? Hannigan Mr. Thomson replied, no, there were no changes since he met with Mr. Hannigan; Mr. Thomson just stated the wrong date when noting the change. Upcoming Board of Education Meetings -May 7, 2015 – Budget Hearing at 7:00 p.m. in the High School Auditorium May 18, 2015 – Regular Board of Education meeting at 7:00 p.m. in the High School Meeting Dates Library Media Center May 19, 2015 – Annual Budget Vote and Board of Education Elections, Noon to 8:00 May 7, 2015 p.m. in the Middle School Lobby. May 18, 2015 May 19, 2015 On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Seth Haight, the Board of Education entered Executive Session to discuss personnel items, with no action to be taken, at 8:12 p.m. **Enter Executive** On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board Session of Education left Executive Session at 9:45 p.m. The Board entered back into Open Session at 9:46 p.m. Leave Executive On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board Session and Enter of Education adjourned the Regular Meeting of the Board of Education at 9:47 p.m. back into Open Session Respectfully submitted, Adjournment Susan J. Temple District Clerk

Attachments (3)