Delaware Academy Central School District at Delhi

2 Sheldon Drive Delhi, NY 13753

MEETING MINUTES

Regular Meeting of the Board of Education

Date: August 25, 2014

Members Present: Dr. Thomas Flanders, Glenn Nealis, Wayne Oliver, Tammy Neumann, Jay Wilson, and Seth

Haight

Absent: Mark Ackerly

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

President, Dr. Thomas Flanders called the Rethe Delaware Academy Central School Distr	egular Meeting of the Board of Education of ict at Delhi to order at 6:02 p.m.	Call to Order
	er, seconded by Trustee, Tammy Neumann, ession to discuss a coaching position, with no	Enter Executive Session
On a motion made by Trustee, Jay Wilson, of Education left Executive Session at 6:58 p	seconded by Trustee, Seth Haight, the Board .m.	Leave Executive Session
President, Dr. Thomas Flanders called the O Board of Education of the Delaware Acader with the Pledge of Allegiance at 7:00 p.m.		Call to Order with Pledge of Allegiance
Presentations –		Presentations
Audit Report – Mr. Pat Powers of D'Archan independent audit they performed on the fi fiscal year 2013-2014. Mr. Powers reported audit again this year. The Board accepted the	nancial records of Delaware Academy for the that Delaware Academy received a clean	Audit Report
The Board thanked Mr. Powers for his repo	rt.	
Community Update on Building Project – Mr. Brion Salatino, Project Manager gave a brief update on the building report. He reported the building project is running on time and on budget and he guaranteed the school will be ready for opening day of school scheduled for September 3, 2014.		Building Project Update
The Board thanked Mr. Salatino for his repo	ort.	
Indoor Winter Track 2014-2015 – Declan Kopresentation and asked the Board of Educat track program. Mr. Kottmeier reported that worked out with the athletic program direct	ion for their approval of an indoor winter t there are details that will still need to be	Proposal for Indoor Winter Track Proposal for Indoor Winter Track cont.

approve the proposal to move forward with the program. The Board asked Mr. Ferrara, Athletic Director, what his thoughts were on the program and Mr. Ferrara replied he felt the program has potential and it will be another alternative for students when there aren't as many sports programs taking place.

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Tammy Neumann, the Board approved the request for the program to take place with conditions that Mr. Kottmeier will meet with Mr. Ferrara to work out the logistics. There were no questions, comments or discussion and the motion carried unanimously.

BOE Approval for Indoor Winter Track program

The Board thanked Mr. Kottmeier for his presentation and wished him luck with the program.

DA Dance Team Proposal – Taylor Mostert and Alanie Henderson, Students, came before the Board of Education to propose the formation of a dance team. It is proposed that they would hold a 3-day try out period for grades 9-12. It is hopeful that once the team is established they would compete in competitions state-wide as well as perform at half-time during football and basketball teams. The team would work closely with the athletic director.

Proposal for Dance Team

The Board accepted the proposal and directed the coordinators of the dance team to work with Mr. Ferrara, Athletic Director to move forward.

BOE Approval to move forward with Dance Team

The Board thanked Ms. Mostert and Ms. Henderson for their presentation.

HUDL Software – Mr. Matt Newman, Assistant Athletic Director and Mr. Anthony Sampogna, Football Coach, gave a brief presentation to the Board of Education on how the HUDL software that was donated to the program by parents of football players, works. Mr. Newman informed the Board that the software is currently used for the football program, but it can be used for any sport. He commented that the software gives Delaware Academy the ability to work with state-of-the-art equipment. The software allows college football scouts to view our high school football players and recruit them for their colleges. The program gives DA a leading edge over other area school districts as there are only a few local districts that have the software. Mr. Newman thanked the Board of Education and the community for their continued support for the football program.

HUDL Software

The Board thanked Mr. Newman and Mr. Sampogna for their report.

YMCA Afterschool Program – Ms. Lisa Zuend-Misner, Director of Child Enrichment Programs at the Oneonta YMCA came before the Board of Education to inform them about an afterschool program for Delaware Academy. Ms. Zuend-Misner reported that in June 2014, they surveyed Delaware Academy's elementary parents to see if there was a possible need or an interest in such a program. She reported that about 80 parents replied to the survey and most said they would use such a program if it were available to them. The program is an "extended day program" when most parents need the extra day care for their children. The program would run from about 3:00 p.m. to 5:30 p.m. and would include activities, as well as, assistance with homework for students. There is a fee for the program. Also, the program needs to be licensed much in the same way as a certified day care program. All members that work with the program would have to have a background check and fingerprints processed the same as a school program. A brief question and answer session was held. The Board informed Ms. Zuend-Misner that they would like more time to discuss the program before they commit. The Board thanked Ms. Zuend-Misner for her presentation.

YMCA Afterschool Program

YMCA continued

"The Great Pumpkin Project" Update – Mr. Ed Chytalo gave a history on the great pumpkin project. He said he wanted to grow two giant pumpkins for the students at Delaware Academy. Mr. Chytalo reported on the challenges that were presented to him during the project (wind, soil conditions, and chipmunks). He thanked Mr. Cipperly, Mr. Kline and Mr. Bartlett for their assistance with the project. He also thanked Mr. Rolfe for his carving artwork on one of the pumpkins. Mr. Chytalo reported that when you etch a design in the pumpkin while it is growing, the etching grows with the pumpkin. Mr. Rolfe etched a picture of a bulldog on one of the pumpkins. Mr. Chytalo shared pictures of the etched design with the Board and public. Mr. Chytalo asked the Board for permission to give a brief ½ hour presentation to the elementary students when the pumpkins are ready. The Board granted permission for the presentation. Mr. Chytalo reported he expects both pumpkins to be between 300 – 500 pounds when they are fully grown.

Giant Pumpkin Project

The Board thanked Mr. Chytalo for his hard work and dedication to the pumpkin project.

Public Comments -

President, Dr. Thomas Flanders opened the floor to public comments. There were no public comments.

Public Comments

Routine Matters -

On a motion made by Trustee, Wayne Oliver, seconded by Vice President, Glenn Nealis, the Board of Education of the Delaware Academy Central School District at Delhi approved the Minutes of the Annual Reorganizational Meeting and Regular Board of Education Meeting held on July 10, 2014 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, Wayne Oliver, seconded by Trustee, Tammy Neumann, the Board of Education approved the Treasurer's Report and the Smith Barney Report on the ALK Education Fund Investment for June 2014 and July 2014 as submitted. There were no questions, comments or discussion and the motion carried unanimously.

Approval of Finance Reports

On a Motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board of Education approved the following personnel recommendations by the Superintendent pending fingerprint clearance:

Approval of Personnel

Retirements:

Lilholt, Elaine, Special Education Teacher MS/HS, Retirement, effective October 20, 2014 after 31 years of service.

Retirements: Lilholt

President, Dr. Thomas Flanders requested the District Clerk add the words "with regret" to the acceptance.

Resignations:

• McGraw, Jillian, Elementary, Special Education Teacher, effective July 23, 2014

Resignations: McGraw Terminations: Conklin

Terminations:

• Conklin, Heather, Food Service, Food Service Helper 3.5 hrs/day, effective August 6, 2014.

Provisional Appts.

Provisional Appointments:

No provisional appointments for August 2014.

Probationary Appointments:

- Brandenburg, Arletta, Food Service Department, Part-time Food Service Helper 3.5 hours, Probationary Period effective, September 1, 2014 - April 10, 2015, salary to be determined.
- Zinkievich, Winsome, Elementary, Special Education, Certification: Childhood Education (Grades 1-6), and SWD (Grades 1-6), Probationary period: September 1, 2014 to June 30, 2017, Salary as per DAFA Agreement.

Probationary Appts.
Brandenburg

Zinkievich

Permanent Appointments:

- Abts, Micaiah, Licensed Teaching Assistant, Permanent appointment, effective 7/7/14
- Sackett, Joseph, Building & Grounds, Cleaner, Permanent appointment, effective 8/23/14

Permanent Appts.
Abts

Sackett

Substitute Appointments pending Fingerprint Clearance – September 1, 2014 - June 30, 2015:

- Bedient, Devon, Instructional
 Branigan, Stacy, M., Instructional
- Pagerie, Ronald, Bus Driver
- Roche, Kyla, Instructional
- Sampogna, Anthony M., Instructional / Non-Instructional

Substitutes:

Bedient Branigan Pagerie Roche Sampogna

Leave of Absence Request:

No Leave of absence requests for August 2014.

Leave Requests

Leave Replacement:

No Leave Replacements for August 2014.

Leave Replacements

Tenure Appointments:

No tenure appointments for August 2014

Tenure

Fall Coaching Appointments:

• Ferrara, Jeffrey, Modified Football Coach

Coaching: Ferrara

Co-Curricular Appointments:

• Eubanks, Charles, Accompanist, Stipend: \$1,000.00

Co-Curricular: Eubanks

Other - Credit Award/Degree Award:

• Stahl, Kimberly will receive \$250.00 added to her base salary for obtaining 9 credit hours of education as per the DESSA Agreement.

Other: Stahl

Other - Internship

WHEREAS, Laurette Alberti is furthering her education toward an administrative certificate, and a requirement for the certification is to participate in an internship at an educational facility;

RESOLVED, that the Board of Education approves a request from Laurette Alberti to perform an internship at Delaware Academy Central School District at Delhi under the leadership of Mr. Jason D. Thomson, Superintendent.

Other: Internship – Alberti

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 of Education approved CSE Recommendations as submitted by the CSE Chairperson for August 2014. There were no questions, comments or discussion and the

Approval of CSE Recommendations motion carried unanimously.

Reports -

Ms. Judith Byam, Elementary Principal reported:

- This month, she attended the Leadership Academy through DCMO BOCES; the first day was refresher training for the Teacher Evaluation System. The second day the focus was on school safety.
- Due to the construction project, DA elementary school was unable to host the Kindergarten Roundup, instead they will hold a "Meet and Greet" in the HS Library on Wednesday, August 27, from 5:00 p.m. to 6:30 p.m. to give incoming students and their families the opportunity to meet their teachers. Mr. Verspoor will also have a bus parked out front so the students may practice getting on and off the bus.
- Faculty has slowly been able to return to their classrooms to set up around the construction.
- A committee interviewed candidates for the Special Education Teacher position at the elementary level.
- She is working with officials from the Oneonta YMCA for the Afterschool program. It is hopeful the program will be up and running by October.
- We are anxiously waiting to return to our offices in the elementary building.

The Board thanked Ms. Byam for her report.

Ms. Laurie Alberti, MS/HS Principal reported:

- The MS/HS teachers have met over the summer to develop the regional assessments
- We have an exchange student from India who is living with the Hilson-Schneider family
- Guidance has schedules set and the portals will be opening
- She attended the NTI in July
- The LINKS Team met August 5 and 6
- She attended the Leadership Academy on August 13 and 14
- She is NYS certified in DASA as of August 20, 2014
- She attended the Data Retreat last Friday, August 22
- She is preparing the District-wide safety plan, but will not send it out until the Board approves the plan
- She has updated the MS/HS Building Emergency Plan

The Board thanked Ms. Alberti for her report.

Ms. Marian Chrisman, Business Administrator reported:

- Our cash flow remains steady. We typically start feeling a little pinch by the end
 of August but with taxes starting to be collected in September that does not
 become an issue and we are adequately funded until State Aid starts to flow in
 January. Roughly 40% of our budget doesn't get expended until June of any
 Fiscal year.
- The Bond Anticipation note for \$7,750,000. closed on August 1st. This is the preliminary bond to cover expenses through the end of the construction. A new bond for 18 years will be issued next summer.
- Kellogg funds overall decrease of \$166,058. The new money market has been set up for the Kellogg Memorial Fund and the interest and dividends for 2013-2014 have been transferred. The Scholarship checks were cut and mailed.
- Our School Lunch Fund gain for 2013-2014 ended at \$39,938. after inventory adjustments. Last year's amount was \$34,482. We will transfer this amount to

Reports-

Elementary Report

MS/HS Report

Business Office

offset Fringe benefits this fall.

• The Tax warrant is on the agenda for approval and to be signed. Taxes will start being collected Tuesday, Sept 2. Our estimated Full Value Tax Rate during the budget presentations was predicted to be \$13.52. With the additions of properties and changes in valuation assessments the Full Value rate came in at \$13.42. This equates to a .73% increase over last year. Delhi will go up .37%. Town of Hamden has the largest increase to taxes. There were 71 properties added to the rolls. Mostly in Towns of Franklin and Meredith due to subdivisions.

As Mr. Powers stated, we are in a sound financial position. We are, however, going to have additional stress placed on the budget this year, with additional Special Needs placements. We anticipate and additional \$200,000. that wasn't in the original budget. We'll be making budget changes to accommodate these new charges.

Business Office continued

The Board thanked Ms. Chrisman for her report.

Mr. Jeffrey Ferrara, Athletic Director reported:

- HUDL Software has been requested for purchase by the Girls basketball program.
 We will continue to assess its usefulness and make a decision on further purchases in the future.
- Indoor Track and Field Proposal There will be further discussion needed to iron out details. There are costs associated with the program outside of meet fees. Transportation concerns exist. The district will need a certified coach in charge.
- Fall sports have begun. Numbers are lower than usual in some sports. This could be due to multiple factors including enrollment numbers, but not limited solely to this cause.
- Thanks to the efforts of Mr. Seth Haight, basketball coaches, Varsity club and multiple donors, we have purchased a "shootaway" for our basketball programs to use
- Coach Anthony Sampogna was given a jammer machine for use in our new weight room to be accepted by the Board. The approximate value of \$2,500.00.

The Board thanked Mr. Ferrara for his report.

Mr. Luke Potrzeba, Technology Supervisor reported:

- His department is focused on reconnecting systems, high school reconnections are done with the elementary coming along well, given the construction project happening
- They are setting up classrooms with moves, adds, and changes
- Year end roll-overs, Powerschool, nurses, food service are done
- Bringing new systems online for heating, and working with crews on video surveillance system upgrades.

The Board thanked Mr. Potrzeba for his report.

Mr. Gregg Verspoor, Transportation Supervisor reported:

- Routine is going well. There are several changes as always and the student route assignments are scheduled to be mailed Thursday. We have the usual adjustments that seem to keep coming up to the final hour so all routes and times are subject to change.
- The Transportation department will participate in Kindergarten Meet and Greet this week. Buses will be available for the incoming kindergarteners and families to review.

Athletic Department Report

Technology Report

Transportation Report

- We took delivery of three of the eight buses the district is leasing. One was
 parked out front for review. The remaining five are scheduled to be built this
 week and they are estimated to be delivered to the district in October.
- Eldred CSD is purchasing the first three buses we are excising and they are scheduled to pick them up tomorrow morning.
- We held our required fall two-hour refresher in July and offered an Advanced 10 hour course immediately following which several drivers took advantage of.

The Board thanked Mr. Verspoor for his report.

Mr. Jason D. Thomson, Superintendent reported:

- Project has consumed a lot of time but all departments have come together as a team. Kudos to Mr. Bartlett for being the lead man to keep the project on task and taking on extra duties.
- Looking forward to the students returning to school in September

District-Wide Safety Plan – The Board held its first reading of the District-Wide Safety Plan. The second reading will take place at the September Board of Education meeting.

New Business –

On a motion made by Trustee, Wayne Oliver, seconded by Vice President, Glenn Nealis, the Board of Education approved the following resolution:

WHEREAS, the Audit for the fiscal year ending June 2014 for the Delaware Academy Central School District at Delhi, has been performed by the district's independent auditing firm, D'Archangelo & Company;

And

WHEREAS, the firm D'Archangelo & Company has presented the audit to the Delaware Academy Central School District's Board of Education;

Therefore;

BE IT RESOLVED, the Delaware Academy Central School District at Delhi accepts the Audit for the fiscal year ending June 2014 as presented by the district's independent auditing firm, D'Archangelo & Company."

Roll Call Vote:

Dr. Thomas Flanders voting yes, Glenn Nealis voting yes, Wayne Oliver voting yes, Tammy Neumann voting yes, Jay Wilson voting yes, Seth Haight voting yes, and Mark Ackerly was absent.

The Board accepted the Audit for the fiscal year ending June 2014 with a vote of 6 yes, and 0 no. There were no questions, comments or discussion and the motion carried unanimously.

On a motion made by Trustee, Wayne Oliver, seconded by Vice President, Glenn Nealis, the Board of Education approved the following resolution:

WHEREAS, the Board of Education of Delaware Academy Central School District at Delhi authorizes a sum of \$8,998,325.00 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

Superintendent's Report

1st Reading – Districtwide Safety Plan

New Business

Accept External Audit Report

Approve Tax Warrant

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 2, 2014 and end November 5, 2014, 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 02 – October 01, 2014 – no penalty, October 02 – October 31, 2014 – 2% penalty added, November 01-November 05, 2014 – 3% penalty added"

Roll Call Vote:

Dr. Thomas Flanders voting yes, Glenn Nealis voting yes, Wayne Oliver voting yes, Tammy Neumann voting yes, Jay Wilson voting yes, Seth Haight voting yes, and Mark Ackerly was absent.

The Board authorized the tax warrant for 2014 with a vote of 6 yes, and 0 no. There were no questions, comments or discussion and the motion carried unanimously.

On a motion made by Trustee, Wayne Oliver, seconded by Trustee Tammy Neumann, the Board of Education approved a request from the Business Manager for transfers in the amount of \$255,424.87 for year-end expenditures for 2013-2014 as per year-end audit. There were no questions, comments or discussion and the motion carried unanimously.

On a motion made by Trustee Tammy Neumann, seconded by Trustee, Jay Wilson, the Board of Education awarded Instant Whip the vendor to provide milk delivery to the Delaware Academy Central School District at Delhi for the 2014-2015 school years. There were no questions, comments or discussion and the motion carried unanimously.

On a motion made by Trustee Wayne Oliver, seconded by Vice President, Glenn Nealis, the Board of Education awarded Huff Ice Cream as the vendor to deliver ice cream to Delaware Academy Central School District at Delhi for the 2014-2015 school year. 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 accepted a donation from Jason D. Thomson of one elliptical "sole" training machine with a monetary value of \$1,200.00 to be used in the new fitness facility. 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 accepted a donation of one Hammer Strength Jammer weight training equipment with a monetary value of \$1,999.99 from Tom O'Hagan to be used in the new fitness center. There were no questions, comments or discussion and the motion carried unanimously.

On a motion made by Trustee, Tammy Neumann, seconded by Trustee, Jay Wilson, the Board of Education approved a ten cent increase to lunch prices for grades K-12. The Board asked the Business Manager for clarification of the price increase. Ms. Chrisman, Business Manager reported that due to USDA regulations, we are required to raise lunch prices a certain percent. There were no further questions, comments or discussion and the motion carried unanimously.

Approve Transfers

Award Instant Whip as Milk Vendor

Award Huff Ice Cream as Ice Cream Vendor

Accept Donation – Accept Donation – Elliptical Machine

Accept Donation – Hammer Strength Jammer Weight Training Equipment

Approve Lunch Price Increase

On a motion made by Trustee, Jay Wilson, seconded by Vice President, Glenn Nealis, the Approve buses as Board of Education approved a request to surplus three school buses: surplus Bus #1 - CS Saf-T Liner, Manufacturer: Thomas, Serial #4UZABRDJ29CAJ7981-194, Bus #2 - CS Saf-T Liner, Manufacturer: Thomas, Serial #4UZABRDJ49CAJ7982-195, Bus #3 - C-2 Saf-T Liner. Manufacturer: Thomas, Serial #4UZABRDJ89CAJ7984-196, Mr. Gregg Verspoor, Transportation Supervisor reported that Eldridge School District will purchase the buses for a price far better than what they could have received for a tradein. Mr. Verspoor will contact Eldridge School District to notify them the buses have been deemed surplus and can now be sold. 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 Approve 2014-2015 Board of Education approved the 2014-2015 Elementary Student Handbook and the 6-12 Handbooks Student Handbook as submitted. There were no questions, comments, or discussion and the motion carried unanimously. On a motion made by Vice President, Glenn Nealis, seconded by Trustee, Jay Wilson, the Accept Donation -Board of Education accepted a donation of one Sportsfield white Adjustright goal post Adjustright Goal Post from Trustee, Wayne Oliver. It was reported that the goal post was installed at the Delhi Legion field today. The Board thanked Mr. Oliver for his continuous support to the district. Trustee, Wayne Oliver abstained from the vote. There were no questions, comments or discussion, and the motion carried. On a motion made by Vice President, Glenn Nealis, seconded by Trustee, Jay Wilson, the Accept Donation -Board of Education accepted a donation of site work preparation for goal post Site Work for Goal installation at the Delhi Legion fields from Clark Companies. Trustee, Wayne Oliver Post abstained from the vote. There were no questions, comments or discussion, and the motion carried. Other Discussion -Other Discussion Trustee, Seth Haight thanked Mr. Thomson for a very informative data retreat. He said Haight he appreciates it very much. Trustee, Wayne Oliver echoed the comments of Trustee, Seth Haight and commented Oliver that seeing the information in detail gives him a good feeling. He is very impressed. Trustee, Wayne Oliver also thanked everyone for the presentations that were well done. President, Dr. Thomas Flanders commented that his son was in town visiting and he was at the district for the "fantasy football draft." He said it is good to see that some things change and some things do not - the discipline is still the same. He also commented that it is good to see the enthusiasm of the coaches. Public Comments -Public Comments President, Dr. Thomas Flanders opened the floor to public comments. Flanders Mr. Matt Newman thanked Mr. Potrzeba, Technology Supervisor, for his help with the Newman HUDL software. Next Board of Education Meeting Date: Next BOE Meeting Date Monday, September 29, 2014 On a motion made by Trustee, Tammy Neumann, seconded by Trustee, Wayne Oliver, Enter Executive

the Board of Education entered Executive Session to discuss the YMCA Afterschool
Program and personnel, with no action to be taken, at 10:15 p.m.

On a motion made by Trustee, Seth Haight, seconded by Trustee, Tammy Neumann, the Board of Education left Executive Session at 11:10 p.m. and immediately entered back into Open Session.

On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Jay Wilson, the Board of Education adjourned the Regular Meeting at 11:11 p.m.

Respectfully submitted,

Susan J. Temple
District Clerk