

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

**MEETING MINUTES**

**Regular Meeting of the Board of Education**

**Date:** September 29, 2014

**Members Present:** Dr. Thomas Flanders, Tammy Neumann, Jay Wilson, and Seth Haight

**Absent:** Wayne Oliver, Glenn Nealis, and Mark Ackerly

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

<p>President, Dr. Thomas Flanders called the Regular Meeting of the Board of Education of Delaware Academy Central School District at Delhi to order at 6:00 p.m.</p>	<p>Call to Order</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board entered into Executive Session to discuss a building project item with no action to be taken, at 6:01 p.m. Mr. Elbert Eller of Ashley McGraw Architects and Mr. Brion Salatino, Building Project Manager was invited to join the Board of Education for the discussion.</p>	<p>Enter Executive Session</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Tammy Neumann, the Board of Education left Executive Session at 7:11 p.m.</p>	<p>Leave Executive Session</p>
<p>President, Dr. Thomas Flanders called the Open Session of the Regular Meeting of the Board of Education of Delaware Academy Central School District at Delhi to order with the Pledge of Allegiance at 7:15 p.m.</p>	<p>Call to Order with Pledge of Allegiance</p>
<p><b>Presentations –</b></p>	<p>Presentations</p>
<p>President, Dr. Thomas Flanders presented a certificate of appreciation to Mr. Ed Chytalo for growing giant pumpkins for our students. Mr. Chytalo thanked the Board of Education and especially the assistance he received from Mr. Bartlett, Mr. Cipperly, and Mr. Kline. He informed the group that he has been growing giant pumpkins for many years and is always happy to see the children’s reaction to the pumpkins. Mr. Chytalo closed by asking everyone to “always remember that it is the small things we do with great amounts of love that count.” President Flanders informed the group that pictures of the giant pumpkins are on the district’s website. The Board thanked Mr. Chytalo again for his time and generosity to the students.</p>	<p>Certificate of Appreciation – Chytalo</p>
<p>Ms. Christina Viafore from the American Cancer Society Relay for Life brought a proposal to the Board of Education to request that the 13<sup>th</sup> Annual Delaware County Relay for Life event be held at Delaware Academy on Saturday, April 25, 2015.</p>	<p>Relay for Life</p>
<p>Ms. Viafore informed the Board that there is 6000 Relay for Life events held across the world. All the money raised from the event goes for support in New York State alone. Ms. Viafore reported the Relay for Life event is going from an overnight event to a 12 hour event this year. The Relay for Life planning committee is requesting the use of the</p>	<p>Relay for Life continued</p>

<p>track, bleachers, middle school cafeteria, parking areas, tennis courts. They will use LED lighting for the luminaries; the only fire would be the flame of hope. They would like to have one person appointed as the liaison at Delaware Academy. They will need access to Delaware Academy to set up on Friday and clean up on Sunday. It is hoped that by moving the event to Delaware Academy, and changing the event from overnight to 12 hours, they will engage more of the community members to participate.</p>	
<p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Jay Wilson, the Board of Education approved the request from the American Cancer Society Relay for Life to hold its 13<sup>th</sup> Annual Delaware County Relay for Life at Delaware Academy on Saturday, April 25, 2014. There were no questions, comments or discussion, and the motion carried unanimously.</p>	<p>Approve Request from Relay for Life</p>
<p>The Board thanked Ms. Viafore for her presentation and wished them well with the event.</p>	
<p>Mr. Brion Salatino, Building Project Manager gave a brief presentation to update the Board of Education and the community on the progress of the capital project. Mr. Salatino informed everyone that the project is running on time and on budget.</p>	<p>Building Project Update</p>
<p>The Board thanked Mr. Salatino for his update.</p>	
<p>Ms. Jessica Sobers, Social Studies teacher and spokesperson for the LINKS 16 team, gave the Board a brief presentation on the changes to the LINKS 16 plan for 2014-2015. The plan needs to be approved by the Board of Education annually and submitted to DCMO BOCES.</p>	<p>LINKS 16</p>
<p>On a motion made by Trustee, Jay Wilson, and seconded by Trustee, Tammy Neumann, the Board of Education of the Delaware Academy Central School District at Delhi approved the LINKS 16 plan as submitted.</p>	<p>Approve LINKS Plan</p>
<p>The Board thanked Ms. Sobers for her presentation.</p>	
<p><b>Public Comments –</b></p>	<p>Public Comments</p>
<p>President, Dr. Thomas Flanders opened the floor to public comments.</p>	
<p>Mr. John Gray, Special Education teacher, and Speech and Debate Advisor elect, made a request to the Board that the Speech &amp; Debate Club be granted permission to hold a Speech and Debate Tournament here at Delaware Academy on November 1, 2014. There was a brief question and answer session.</p>	<p>John Gray</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board of Education approved a request from the Speech and Debate Club to hold a Speech and Debate Tournament at Delaware Academy on November 1, 2014. There were no questions, comments or discussion and the motion carried unanimously.</p>	<p>Approve Request from Speech &amp; Debate Club</p>
<p><b>Routine Matters –</b></p>	<p>Routine Matters</p>
<p>On a motion made by Trustee, Tammy Neumann, seconded by Trustee, Jay Wilson, the Board of Education approved the Minutes from the Board of Education meeting held on August 25, 2014 as submitted. There were no questions, comments or discussion, and the motion carried unanimously.</p>	<p>Approve Minutes</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Tammy Neumann, the</p>	<p>Approve Financial</p>

<p>Board of Education approved the Treasurer’s Report and the Smith Barney Report on the ALK Education Fund Investment for August 2014. There were no questions, comments or discussion and the motion carried unanimously.</p>	<p>Reports</p>
<p>On a motion made by Trustee, Tammy Neumann, seconded by Trustee, Jay Wilson, the Board of Education approved the personnel recommendations by the Superintendent pending fingerprint clearance, with exception of the fall coaching appointment. This item will be postponed until the October 20, 2014 Board of Education meeting.</p>	<p>Approve Personnel Recommendations</p>
<p><b>Retirements:</b></p>	<p>Retirements</p>
<ul style="list-style-type: none"> <li>• <i>Maxey, Mary, Licensed Teaching Assistant, with regret, effective January 2, 2015 with over 25 years of service.</i></li> </ul>	<p>Maxey</p>
<p><b>Resignations:</b></p>	<p>Resignations</p>
<ul style="list-style-type: none"> <li>• <i>Abts, Micaiah, Licensed Teaching Assistant, effective August 26, 2014</i></li> <li>• <i>Barnhart, Richard Sr., Substitute Bus Driver, effective August 14, 2014</i></li> <li>• <i>Darling, Jaclyn, Licensed Teaching Assistant, effective June 30, 2014</i></li> <li>• <i>Morenus, Kyle, Modified Football Coach, effective September 3, 2014</i></li> <li>• <i>Padovani, Dolores, Teacher Aide, effective September 4, 2014</i></li> <li>• <i>Stanton, Jennifer, 7th Grade English Teacher, Speech &amp; Debate Club Advisor, Class of 2017 Advisor, effective August 30, 2014</i></li> </ul>	<p>Abts Barnhart Darling Morenus Padovani Stanton</p>
<p><b>Provisional appointments:</b> <i>No provisional appointments for September 2014.</i></p>	
<p><b>Probationary Appointments:</b></p>	<p>Probationary Appointments</p>
<ul style="list-style-type: none"> <li>• <i>Abts, Micaiah, 7th Grade English Teacher, Certification: English Language Arts 7-12, Certification: Initial, Tenure Area: English, Probationary period effective to September 1, 2014 to September 1, 2017, Salary per DAFA Agreement</i></li> <li>• <i>Padovani, Dolores, Licensed Teaching Assistant, Probationary period: effective September 1, 2014 to March 23, 2015, Salary per DESSA Agreement</i></li> <li>• <i>Sanford, Lynn, Aide .85 FTE, Bus Driver .15 FTE, Probationary period : effective September 22, 2014 to April 26, 2015, Salary per DESSA Agreement / Bus Driver rate per CSEA Agreement</i></li> <li>• <i>Semple, Stephen, Special Education 7-12, Certification: SWD 5-9 and 7-12 SS Generalist, Certification: Initial, Tenure area: Special Education, Probationary period effective to September 1, 2014 to September 1, 2017, Salary per DAFA Agreement</i></li> </ul>	<p>Abts  Padovani  Sanford  Semple</p>
<p><b>Mentor Assignments / Appointments - Stipend per DAFA Agreement:</b></p>	<p>Mentor Assignments</p>
<ul style="list-style-type: none"> <li>• <i>Avila, Rosarie, Mentor to Micaiah Abts, September 1, 2014 to June 30, 2015</i></li> <li>• <i>Bender, Billijo, Mentor to Jaclyn Darling, September 1, 2014 to June 30, 2015</i></li> <li>• <i>Cipperly, Robbin, Mentor to Stephen Semple, September 1, 2014 to June 30, 2015</i></li> <li>• <i>Coleman, Jill, Mentor to Jennifer Reynolds, September 1, 2014 to June 30, 2015</i></li> <li>• <i>Nichols, Gina, Mentor to Winsome Zinkievich, September 1, 2014 to June 30, 2015</i></li> </ul>	<p>Avila Bender Cipperly  Coleman Nichols</p>
<p><b>Permanent Appointments:</b> <i>No permanent appointments for September 2014.</i></p>	

<p><b>Substitute Appointments pending Fingerprint Clearance – October 1, 2014 - June 30, 2015:</b></p> <ul style="list-style-type: none"> <li>• <i>Ackerly, Nicole, Substitute Nurse</i></li> <li>• <i>Arnold, Taylor, Instructional</i></li> <li>• <i>Bender, Michelle, Non-Instructional</i></li> <li>• <i>Roberts, Caitlyn M., Instructional</i></li> </ul> <p><b>Leave of Absence Request:</b></p> <ul style="list-style-type: none"> <li>• <i>Bennett, Tiffany, Kindergarten Teacher, anticipated dates effective October 11, 2014 to January 5, 2015</i></li> <li>• <i>Layman, Stacy, AIS Teacher, effective October 8, 2014 to December 1, 2014</i></li> </ul> <p><b>Leave Replacement:</b>  <i>No Leave Replacements for September 2014.</i></p> <p><b>Tenure Appointments:</b>  <i>No tenure appointments for September 2014</i></p> <p><b>Recall from Preferred Eligibility List:</b></p> <ul style="list-style-type: none"> <li>• <i>Miner, Karen, who is on the Preferred Eligibility List, is hereby being returned to the 1.0 FTE position as a teacher aide effective September 3, 2014. Karen's name shall be removed from the PEL. The salary will be at her current rate as per the DESSA Agreement.</i></li> </ul> <p><b>Co-Curricular Appointments:</b></p> <ul style="list-style-type: none"> <li>• <i>Gray, John, Speech and Debate Club Advisor, Stipend as per DAFA Agreement (to fill vacancy left by J. Stanton)</i></li> <li>• <i>Wheeler, Gayle, Class of 2017, Stipend as per DAFA Agreement (to fill vacancy left by J. Stanton)</i></li> </ul> <p><b>Correction to Appointment:</b></p> <ul style="list-style-type: none"> <li>• <i>Reid-Jackson, Wendy, Leave Replacement, Art Teacher, effective September 1, 2014 to June 30, 2014 - should read June 30, 2015.</i></li> </ul> <p>There were no questions, comments or discussion, and the motion carried unanimously.</p> <p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Tammy Neumann, the Board of Education of the Delaware Academy Central School District at Delhi approved CSE Recommendations as submitted by the CSE Chairperson for August 2014. There were no questions, comments or discussion, and the motion carried unanimously.</p> <p><b>Reports –</b></p> <p>Ms. Judith Byam, Elementary Principal reported:</p> <ul style="list-style-type: none"> <li>➤ They are off to a great start in the Elementary building.</li> <li>➤ The first school-wide OLWEUS meeting is scheduled to be held on Monday, October 6<sup>th</sup>. They will have a school-wide meeting in the morning to introduce</li> </ul>	<p>Substitute Appointments</p> <p>Ackerly Arnold Bender Roberts</p> <p>Leave Requests</p> <p>Bennett Layman</p> <p>Recall from PEL</p> <p>Miner</p> <p>Co-Curricular Appointments</p> <p>Gray Wheeler</p> <p>Correction</p> <p>Reid-Jackson</p> <p>Approve CSE Recommendations</p> <p>Reports</p> <p>Elementary</p>
--	---

their year-long theme: Random Acts of Kindness. They are challenging each class to perform a random act of kindness for another class twice throughout the school year. There is an assembly program planned; Jared Campbell (The Blue Project) will present two shows; one for K-2 and one for grades 3-5. Classes will also be holding their first classroom meeting to discuss OLWEUS and brainstorm acts of kindness that they can do. All students will participate in Mix It Up at lunch, sitting with other classes/grade levels during lunch. And, once again, all classes are tie-dying t-shirts to wear to the meetings every other month.

- The Elementary Safety Patrol members are now assisting in the halls in the morning.
- The elementary teachers have completed administering the beginning of the year regionally developed ELA and Math assessments that are a part of the APPR evaluation system.
- We are waiting on paperwork from the State for the YMCA after school program. There is an application that needs to be completed. Ms. Byam handed out a sample of the Insurance Certificate and a sample of an agreement that the YMCA is currently working on with another school district.
- At this point, we are waiting for the necessary paperwork to arrive so the application can be completed and an inspection of the site can take place. Mr. McKeegan made some recommendations for changes in the language in the contract that has been sent to the lawyer who is representing the YMCA.

The Board thanked Ms. Byam for her report.

Ms. Laurie Alberti, 6-12 Principal reported:  
MS/HS

- Progress report on regional assessments: MS and HS teachers administered the regional exams; 6-12 ELA, SS, Science on 9/9 and data was sent to them on 9/18 (7 business days) and the 6-8 math, algebra and geometry was on 9/15 and all data results sent to teachers on 9/18 and 9/23 (3 and 6 business days) except for 7 and 8<sup>th</sup> grade which was sent this morning as teachers were still scoring.
- We have had 2 fire drill thus far
- MS HS Open House last Tuesday was a success. The 9<sup>th</sup> grade class sponsored a lasagna dinner for a fund raiser. She received positive feedback from parents on the open house.
- John Gray will be hosting the speech and debate event here on Nov 1<sup>st</sup> that Jen had arranged previously.
- The 15:1 program with Mr. Semple is going well. He has been working on organization skills (color coding).

Principal

- She attended the DWC Fashion show at the college yesterday in which Lola Olsen, Amelie Legg, and Macayla Carron modeled as well as elementary students
- She served lunch to 6-12 grade students last Wednesday. She met with Ms. Miller to express her desire to once a month serve lunches.
- She attended the principal's meeting Friday in Norwich and offered DA to host a monthly meeting.
- She has paired several teachers together for peer observations
- She held an AIS/CC/Testing informational meeting with Q & A at open house and will hold another
- She has put together the District-wide safety plan but will not send out until BOE approves
- She updated the MS/HS Bldg emergency plan
- She has started her observation process.

MS/HS

MS/HS continued

<p>The Board thanked Ms. Alberti for her report.</p> <p>Ms. Marian Chrisman, Business Administrator reported:</p> <ul style="list-style-type: none"> <li>• Tax collections began September 2, and to-date we've collected \$4,794,030.00 which equates to 60%. We've collected \$1,600,000.00 more to-date this year than last year.</li> <li>• Our capital project is right on target for expenses and cash flow.</li> <li>• Kellogg funds show an overall increase of \$279,685.00. This is after withdrawals for the new memorial fund and scholarship payments. Our balance in the fund is \$12,990,739.00. We started in 1989 with a million dollars to the Town of Franklin. You can see our funds are doing extremely well replenishing themselves.</li> <li>• We've had a smooth start to the year and hope to continue.</li> </ul>	<p>Business Office</p>
<p>The Board thanked Ms. Chrisman for her report.</p> <p>Mr. Jeffrey Ferrara, Athletic Director, gave a presentation on the status of sports teams and events. Mr. Ferrara stated they would like to reinstate the modified wrestling team. He gave a brief update on the weight room. He discussed athletic plans and the possibility of merging some of DA's sports with other area districts.</p> <p>Winter sports begin on November 4, 2014. Vacancy notices were advertised in the newspapers and on OLAS. He will have winter sports appointments ready for the October Board meeting.</p>	<p>Athletic Director</p>
<p>The Board thanked Mr. Ferrara for his presentation.</p> <p>Ms. Christine Miller, Food Service Supervisor reported:</p> <ul style="list-style-type: none"> <li>• Off to a really smooth start to the school year</li> <li>• The food service department helped the 9<sup>th</sup> grade students with open house dinners. The dinner was very successful. Ms. Alberti assisted in serving the dinners.</li> <li>• They had a food inspector come to the district recently. They were informed that they will need to be resourceful with menu items this year.</li> </ul>	<p>Food Services</p>
<p>The Board thanked Ms. Miller for her report.</p> <p>Mr. Luke Potrzeba, Technology Supervisor reported:</p> <ul style="list-style-type: none"> <li>• This month they moved the financial management server to be housed outside the district.</li> <li>• iPad agreements went out last week for 7<sup>th</sup> and 8<sup>th</sup> grade students. They updated and reconfigured both classes last week.</li> <li>• Elementary classroom and cart iPads updated and delivered</li> <li>• Taylor continues to work on regional assessment data and reporting</li> <li>• Continue working with construction personnel and BOCES to get cameras connected to our network.</li> </ul>	<p>Technology</p> <p>Technology continued</p>
<p>The Board thanked Mr. Potrzeba for his report.</p> <p>Mr. Gregg Verspoor, Transportation supervisor reported:</p> <ul style="list-style-type: none"> <li>• K-5 Program will be held in October</li> <li>• We have received three of the eight lease buses. The buses are doing well. The remaining five buses are expected to be delivered in mid-October.</li> <li>• Every driver has been given the annual written tests and physicals required for their jobs</li> </ul>	<p>Transportation</p>

<ul style="list-style-type: none"> <li>• He is training three new drivers – road tests are scheduled.</li> </ul> <p>A brief discussion was held regarding the lease buses. Mr. Verspoor stated the buses are the same buses - they just have a different name on the titles.</p> <p>The Board thanked Mr. Verspoor for his report.</p> <p>Mr. Jason D. Thomson, Superintendent reported:</p> <ul style="list-style-type: none"> <li>• As everyone stated in their reports, we are off to a great start to the school year</li> <li>• The building project continues to move forward</li> <li>• He hosted the first Chief School Administrator’s (CSA) meeting this month. He thanked Ms. Miller for providing the food for the meeting.</li> <li>• He attended the kick-off ceremony of “Before I Die” campaign at the courthouse square.</li> <li>• He is attending fiscal workshops – a series of workshops held throughout the year.</li> <li>• On October 1, he will hold his first “open superintendent meeting.” This meeting is with no agenda and he invites all teachers to stop by and sit down with questions or concerns. It is his chance to listen to them.</li> <li>• On September 12, he attended a Superintendent Interview Session with over 100 students at SUCO. The students interviewing superintendents around the area are enrolled in teaching courses.</li> <li>• The past few weeks he has been working with supervisors on their yearly goals to align them with the district’s goals.</li> </ul>	<p>Superintendent</p>
<p>The Board thanked Mr. Thomson for his report.</p> <p><b>District-Wide Safety Plan</b> – The Board of Education held the second reading of the District-Wide Safety Plan. There will be a public hearing held prior to the regular Board of Education meeting on October 20, 2014 to receive input from the public.</p>	<p>2<sup>nd</sup> Reading – District-Wide Safety Plan</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board entered Executive Session to discuss a personnel matter with no action to be taken. The Board entered Executive Session at 9:07 p.m.</p>	<p>Enter Executive Session</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board left Executive Session and re-entered Open Session at 9:17 p.m.</p>	<p>Leave Executive Session</p>
<p><b>New Business –</b></p>	<p>New Business</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Tammy Neumann, the Board appointed Trustee, Seth Haight and Trustee, Tammy Neumann as voting delegates to represent Delaware Academy at the NYSSBA Annual Business Meeting on October 27, 2014. There were no questions, comments or discussion, and the motion carried unanimously.</p>	<p>Appoint Voting Delegates – NYSSBA</p>
<p>On a motion made by Trustee, Tammy Neumann, seconded by Trustee, Jay Wilson, the Board of Education approved a Memorandum of Understanding between Oneonta City School District and Delaware Academy Central School District at Delhi, July 1, 2014 –June 30, 2015, for Oneonta City School District to oversee and provide educational services for the Incarcerated Youth, ages 16-21, in the Delaware County Correctional Facility. There were no questions, comments or discussion and the motion carried unanimously.</p>	<p>Approve MOU – Oneonta City Schools</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Tammy Neumann, the Board of Education accepted a donation of one commemorative plate from Ms. Carolyn</p>	<p>Accept Donation</p>

<p>Mueller, value unknown, from the Delhi Sesquicentennial Celebration held in 1971. The Board directed the District Clerk to prepare a thank you letter to Ms. Mueller. There were no questions, comments or discussion and the motion carried unanimously.</p>	
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Tammy Neumann, the Board of Education approved a letter of intent subject to voter approval on May 19, 2015 to lease seven 2016 model, 66 passenger Thomas Saf-T Liner C2 school buses contingent on voter approval on May 19, 2015, and in no way obligates the district should the Board of Education or the voters fail to approve the leasing of said buses on May 19, 2015 to lease said buses. There were no questions, comments or discussion, and the motion carried unanimously.</p>	<p>Approve Letter of Intent – Buses</p>
<p>On a motion made by Trustee, Tammy Neumann, seconded by Trustee, Seth Haight, the Board of Education approved a request from the Spanish Club to travel to New York City on a school bus to watch a play in Spanish on Hispanic culture, and that the district provides a school bus for this trip. There were no questions, comments or discussion, and the motion carried unanimously.</p>	<p>Approve Request – Spanish Club</p>
<p><b>Other Discussion –</b></p>	<p>Other Discussion</p>
<p>Trustee, Seth Haight commented that the open houses were very well attended. He’s heard a good buzz about them. He commented that he thinks it was a good idea to incorporate discussion on the common core. He feels it is good to get things on scores, and he appreciates the effort that goes into it.</p>	<p>Haight</p>
<p>Ms. Stacy Layman, Teacher, thanked the Board and her colleagues for all of their support. She thanked the Board of Education for approving a second request for a leave of absence.</p>	<p>Layman</p>
<p>The Board wished Ms. Layman well.</p>	
<p><b>Next Meeting Date:</b> Monday, October 20, 2014. Note: the meeting date was changed from October 27, 2014 to October 20, 2014.</p>	<p>Next Meeting Date October 20, 2014</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Tammy Neumann, the Board of Education entered Executive Session to discuss a personnel matter, with no action to be taken, at 9:24 p.m.</p>	<p>Enter Executive Session</p>
<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Seth Haight, the Board of Education left Executive Session and entered into Open Session at 10:52 p.m.</p>	<p>Leave Executive Session</p>
<p>On a motion made by Trustee, Tammy Neumann, seconded by Trustee, Seth Haight, the Board of Education adjourned the Regular Meeting of the Board of Education at 10:53 p.m.</p>	<p>Adjournment</p>
<p>Respectfully submitted,</p>  <p>Susan J. Temple District Clerk</p>	