

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

MEETING MINUTES

Regular Meeting of the Board of Education

Date: November 17, 2014

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

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 the 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, Wayne Oliver, seconded by Trustee, Jay Wilson, the Board of Education entered Executive Session to discuss a contractual item with no action to be taken. The Board entered Executive Session at 6:06 p.m.</p>	<p>Enter Executive Session</p>
<p>On a motion made by Trustee, Tammy Neumann, seconded by Vice President, Glenn Nealis, the Board left Executive Session at 6:59 p.m.</p>	<p>Leave Executive Session</p>
<p>President, Dr. Thomas Flanders called the Regular Meeting – Open Session to order with the Pledge of Allegiance at 7:08 p.m.</p>	<p>Call to Order with Pledge of Allegiance</p>
<p>Presentations –</p>	<p>Presentations</p>
<p>ELA Presentation – Mr. David Ainsworth and Ms. Erin Haight gave a brief presentation on how the English department is working with other departments to use common wording in rubrics, assessments, and all around good writing techniques. It is in the planning stages but they are planning workshops to work with other departments to use common words in assessments, etc. The first workshop is planned for the January staff development day.</p> <p>A brief question and answer session was held. The Board thanked Mr. Ainsworth and Ms. Haight for their presentation.</p>	<p>ELA</p>
<p>Building Project Update – Mr. Brion Salatino, Building Project Manager, gave an update on the work performed since last month’s meeting. The project is coming to a close and much of the work being done is to tie up loose ends.</p>	<p>Building Project Update</p>
<p>Mr. Salatino reported on work performed on the high school:</p> <ul style="list-style-type: none"> • The high school rooftop railings and additional support structures were installed this month; • The upper clock tower railings are to be on site in the coming weeks and will also be installed. <p>Once any deficiencies are addressed, this completes the high school original contract work.</p>	

<p>Middle School:</p> <ul style="list-style-type: none"> • The middle school gym wood floor, athletic equipment, and bleachers are complete. • The temporary walls that once separated the middle school gym have been removed and the space is being turned over today after cleaning; • The general contractor will keep the exterior material lay down area for a couple more weeks as they need a space to store materials that cannot be kept inside. New carpet is being added to the project in the entrance vestibule. Once the carpet is installed, the temporary lay down area will be removed. <p>Elementary Building:</p> <ul style="list-style-type: none"> • The elementary school front entrance lobby storefront system has been installed since the October BOE meeting. The contractors are working after hours to perform the finishing touches and adjustments. It has been requested by the district to procure pricing to tile the northeast wall of this space. If approved, this work will be performed in late December. • The chimney was inspected this month. Through the inspection it was determined a new liner is to be installed. This will require the removal of the existing clay liner to accommodate the new. A sample of the existing chimney material was taken last week to test for any hazardous contaminants. Once cleared, they hope to start the removal over Thanksgiving break. • Cameras and security systems are functioning as designed. The students and faculty seem to be pleased with the upgrades and changes. <p>Mr. Salatino reported the project continues to be on budget. Closing out the project is now the main focus. The project team continues to stay on task with an end goal of final completion by the end of the year.</p> <p>The Board thanked Mr. Salatino for his report.</p> <p>Public Comments –</p> <p>Ms. Stephanie Bishop, Senior, addressed the Board of Education to request permission to go on a Senior trip in June, 2015. The class has chosen Virginia Beach, Virginia as their destination on June 6 and 7, 2015. The class is holding fundraisers and applying for an O’Connor Foundation grant to assist them in raising the funds for the trip. The class is requesting formal permission from the Board of Education to proceed with their plans.</p> <p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Wayne Oliver, the Board of Education approved a request from the Class of 2015 to participate in a class trip to Virginia Beach, Virginia, June 6, 2015 – June 7, 2015, via a charter motor coach, at no cost to the district. There were no questions, comments or discussion and the motion was carried unanimously.</p> <p>Routine Matters –</p> <p>On a motion made by Trustee, Tammy Neumann, seconded by Trustee, Wayne Oliver, the Board of Education approved the Minutes of the Regular Board of Education meeting held on October 20, 2014 as submitted. There were no questions, comments or discussion and the motion carried unanimously.</p> <p>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 October 2014 as submitted. There were no questions, comments or discussion and the motion carried unanimously.</p>	<p>Building Project Update continued</p> <p>Public Comments</p> <p>Class of 2015</p> <p>Approve Class Trip – Class of 2015</p> <p>Routine Matters</p> <p>Approve Minutes</p> <p>Approve Financial Reports</p>
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<p>On a motion made by Trustee, Jay Wilson, seconded by Trustee, Tammy Neumann, the Board of Education approved the following personnel recommendations by the Superintendent pending fingerprint clearance:</p> <p>Retirements – No retirements for November 2014</p> <p>Resignations – Pringle, Andrew, LTA, Elementary Building, to accept position in the MS/HS Building</p> <p>Provisional Appointments – No provisional appointments for November 2014</p> <p>Probationary Appointments –</p> <ul style="list-style-type: none"> • Burns, Susan, LTA, Elementary Building, Probationary period: November 3, 2014 through June 8, 2015, Salary as per DESSA Agreement. • Pringle, Andrew, LTA, MS/HS Building, Salary as per DESSA Agreement. <i>(Note: as of the preparation of these minutes, a correction will be made on the December 15 Board agenda to reflect no probationary period for Andrew Pringle).</i> <p>Permanent Appointments – No permanent appointments for November 2014.</p> <p>Substitute Appointments Pending Fingerprint Clearance – November 18, 2014 – June 30, 2015:</p> <ul style="list-style-type: none"> • Bruno, Debra, Nurse • D’Addezio, Pamela, Nurse • Mason, Michele, Nurse <p>Leave of Absence Request: No leave of absence requests for November 2014.</p> <p>Tenure Appointments: No tenure appointments for November 2014</p> <p>Co-Curricular Appointments:</p> <ul style="list-style-type: none"> • Avila, Ro, Middle School Student Senate, Stipend per DAFA Agreement. <p>Winter Coaching Appointments:</p> <ul style="list-style-type: none"> • Legg, Terry, Varsity Indoor Track and Field, Stipend per DAFA Agreement, Step IB <p>Volunteer Coaching Appointments:</p> <ul style="list-style-type: none"> • Dean, Messiah, Varsity Boys Basketball • Morley, Dale, Varsity Boys Basketball <p>Other:</p> <ul style="list-style-type: none"> • Ms. Doreen McGrath will receive five hundred fifty dollars (\$550.00) for receiving a Degree of Master of Arts as per the Delaware Academy Faculty Association Contract, Article XXIV, E. • Ms. Kimberly Stahl will receive two hundred fifty dollars (\$250.00) added to her base salary for successfully completing nine credit hours of education as per the Delhi Educational Support Staff Association Contract, Article 21. 	<p>Approve Personnel</p> <p>Resignations Pringle, Andrew</p> <p>Probationary Burns Pringle, Andrew</p> <p>Substitutes Bruno D’Addezio Mason</p> <p>Co-Curricular Avila</p> <p>Coaching Legg</p> <p>Volunteer Coaching Dean Morley</p> <p>Other McGrath Stahl</p>
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<p>There were no questions, comments or discussion, and the motion carried unanimously.</p> <p>On a motion made by Trustee, Wayne Oliver, seconded by Vice President, Glenn Nealis, the Board of Education approved the CSE recommendations as submitted by the CSE Chairperson for November 2014. There were no questions, comments or discussion, and the motion carried unanimously.</p> <p>Reports –</p> <p>Ms. Laurie Alberti, 6-12 Principal reported:</p> <ul style="list-style-type: none"> • FCCLA as part of the Bulldogs Give Back initiative is hosting a food drive for both Thanksgiving and Christmas. They will have a train in the lobby where non-perishable foods will be collected • The Harmony for Humanity assembly went well – pictures can be viewed on the website • The middle school honor roll assembly is scheduled for Friday, November 21, 2014 at 2:00 p.m. • There is a middle school dance November 21st from 7:00 p.m. – 9:00 p.m. • ELA teachers have met with departments during the districts two half day sessions. • Observations and curriculum conversations are going strong • Ms. Alberti presented at the Chief School Administrator meeting November 12th at the Franklin CSD • The BOCES network team visited several classrooms and met with Ms. Alberti to provide feedback on close text reading. <p>The Board thanked Ms. Alberti for her report.</p> <p>Ms. Judi Byam, Elementary Principal reported:</p> <ul style="list-style-type: none"> • As culminating activities for units of study, several classes have been on field trips to local points of interest: Maple Shade Farm, McCoy’s Honey House, Sunflower farm to name a few • During the October 24th Staff Development day, teachers met with BOCES instructional support coordinator, Kerry Johnston. She reviewed the data that they use to drive instruction and answered any questions they had regarding the “next steps” for instruction following data review • She attended the annual SAANYYS conference. It was very informative. She shared two free web-based programs with her faculty to use with students. Both programs can be used by students at home to support the curriculum taught at school • We had a school-wide costume parade on Friday, October 31. The elementary students walked from our school through the halls of the MS and HS for treats. Everyone enjoyed themselves. • On November 6 and 7th, the district had two half day parent/teacher conferences • The DES students attended the Veteran’s Day program in the auditorium on Monday, November 10. The first grade sang a song and played the hand bells; fourth grade recited the poem Flanders Fields, and the fifth grade choir sang several patriotic songs and recited the Preamble to the Constitution • Upcoming events are parent programs for the Thanksgiving holiday • She continues to perform formal observations of the elementary faculty. <p>The Board thanked Ms. Byam for her report.</p> <p>Mr. Bill Bartlett, Building & Grounds Supervisor reported:</p> <ul style="list-style-type: none"> • His department used the snow plow for the first time today 	<p>Approve CSE Recommendations</p> <p>Reports –</p> <p>MS/HS</p> <p>Elementary</p> <p>Building & Grounds</p>
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<ul style="list-style-type: none"> • They will be using sand instead of chemical ice melt on all new concrete; micro-fiber mops instead of auto scrubbers. • He's attending a fuel summit sponsored by Mirabito Fuel this week • Painting the maroon and gray in the middle school gym and touching up high school gym • Started locking two set of main entrance doors at DES and MS Monday, November 10, 2014 • Ballard by the dumpster was installed last Thursday, November 13 – They'll start the privacy screen after Thanksgiving • Update on the water in the clinic – added circulation pump and was able to get 90 degrees hot water to the clinic. Completed rerouting the hot water supply to the clinic today – they shortened the line to 150 ft (from 950 ft) and created a more direct run in order to get 110 degrees. 	<p>Building & Grounds continued</p>
<p>The Board thanked Mr. Bartlett for his report.</p> <p>Ms. Christine Miller, Food Service Supervisor reported:</p> <ul style="list-style-type: none"> • Starting in December, a pilot breakfast program in the classroom project will begin in the elementary building following a noted decrease in breakfast participation. Grab and go breakfast items will be featured. They are still in the planning phase. • A review of our Free and Reduced Meals was compiled over the past five years. 2014 noting the same percentage as 2013, although the Reduced meal totals have decreased the Free meal totals have increased with the new State drop which includes SNAP and Medicaid eligible. 2010 – 47%, 2011 – 43%, 2012 – 44%, 2013 – 47%, and 2014 – 47%. • Menu planning – each year the district is allotted an entitlement based on the total number of meals sold the previous year. This year the district is currently receiving \$23,541.30 for the 78,471 lunch meals sold in the 2013-2014 school year. Each month the NYS Office of General Services releases the selected commodities and total number of cases that are available. The following month's menus are based on the commodities available, current inventory and purchases made from the New York State contract with SYSCO Albany. 	<p>Food Services</p>
<p>There was a brief question and answer session. The Board thanked Ms. Miller for her report.</p> <p>Mr. Luke Potrzeba, Technology Supervisor reported:</p> <ul style="list-style-type: none"> • End of the quarter grades are stored and report cards are printed for elementary • Researching SMART Schools options and speaking with vendors. 713K money available over next three years. • He will be attending NYSCATE conference in Rochester, NY next week • Vgo robot is working well for homebound student • The department continues to support all of our users, both students and staff. <p>The Board thanked Mr. Potrzeba for his report.</p>	<p>Technology</p>
<p>Mr. Jeff Ferrara, Athletic Director reported:</p> <ul style="list-style-type: none"> • Recap of fall sports season – one of the best! • Weight room update – all teams using it. • Closing in on next fund raising effort for weight room • Winter sports have started • Use of old weight room – it is the new athletic training room and holds a refrigerator and two training tables. The location makes it quite useful. <p>The Board thanked Mr. Ferrara for his report.</p>	<p>Athletics</p>

<p>Mr. Jason D. Thomson, Superintendent reported:</p> <ul style="list-style-type: none"> • Harmony for Humanity program was a great success again this year. Kudos to Ms. Sobers and Jasper • Veteran’s Day Program was well received. He felt the program was a void that DA didn’t have. He acknowledged Ms. Cleveland for her hard work and assistance in making the program come to fruition • December 6 is the holiday parade. The district will also have a rededication of the Shalkey gym. Mr. Shalkey’s son Daniel and his wife, will be on hand for the rededication • Recently met with SUNY Delhi on an auto program initiative. He’d like to utilize community resources. <p>The Board thanked Mr. Thomson for his report.</p> <p>New Business –</p> <p>On a motion made by Trustee, Wayne Oliver, seconded by Vice President, Glenn Nealis, the Board approved a request from the athletic department to surplus four Medtronic, Model: LifePak 500 AED units (7004, 7005, 7006) as they are outdated. There were no questions, comments or discussion, and the motion carried unanimously.</p> <p>On a motion made by Trustee, Tammy Neumann, seconded by Trustee, Jay Wilson, the Board approved a request from Building and Grounds to surplus three Life Pack Defibrillators, DCSD inventory tag numbers 7002, 7003, 7007, serial #s 30647287, 30647290, and 30647291 as they are outdated. There were no questions, comments or discussion and the motion carried unanimously.</p> <p>On a motion made by Vice President, Glenn Nealis, seconded by Trustee, Jay Wilson, the Board of Education accepted a donation of an authenticated print advertisement dated 1929 for the sale of Longwood Estate, now Delaware Academy, in a wood frame with a value of \$100.00. There were no questions, comments or discussion and the motion carried unanimously.</p> <p>The Board thanked Mr. Thomson for his donation which will be displayed in the high school lobby.</p> <p>On a motion made by Vice President, Glenn Nealis, seconded by Trustee, Jay Wilson, the Board of Education accepted a monetary donation in the amount of \$3,500.00 from an anonymous donor to support the indoor track team. There were no questions, comments or discussion and the motion carried unanimously.</p> <p>On a motion made by Trustee, Tammy Neumann, seconded by Trustee, Wayne Oliver, the Board of Education accepted a monetary donation in the amount of \$3,000.00 from the Collin E. Haight Foundation to support the winter track program at Delaware Academy. There were no questions, comments or discussion, and the motion carried unanimously.</p> <p>On a motion made by Vice President, Glenn Nealis, seconded by Trustee, Jay Wilson, the Board of Education approved the following programs submitted and approved by the ALK Independent Committee, from the Kellogg Educational and Community Center: 1) Wizard of Oz Puppet Production by the Puppet People of Schenectady, NY; 2) “A Christmas Carol” Puppet Production; 3) LEGO Architecture Day; and, 4) Dakota Walks the Appalachian Trail. There were no questions, comments or discussion, and the motion carried unanimously.</p>	<p>Superintendent</p> <p>New Business –</p> <p>Approve Surplus – Athletic Department</p> <p>Approve Surplus – Building & Grounds Department</p> <p>Accept Donation – Thomson</p> <p>Accept Donation – Anonymous</p> <p>Accept Donation – Collin B. Haight Foundation</p> <p>Approve Request from ALK Independent Committee for Programs</p>
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<p>On a motion made by Vice President Glenn Nealis, seconded by Trustee, Tammy Neumann, the Board of Education approved an amendment to the 6-12 Student Handbook 2014-2015, #11, page 10 to include “vapor pens” as prohibited student conduct as submitted. There were no questions, comments or discussion, and the motion carried unanimously.</p>	<p>Approve Amendment to 6-12 Handbook – Vapor pens</p>
<p>On a motion made by Vice President, Glenn Nealis, seconded by Trustee, Wayne Oliver, the Board of Education approved a request from the business manager to transfer funds in the amount of \$171,848.00 for the first quarter expenditures in 2014-2015. There were no questions, comments or discussion, and the motion carried unanimously.</p>	<p>Approve Transfer of Funds</p>
<p>Other Discussion –</p>	<p>Other Discussion –</p>
<p>Trustee, Tammy Neumann commented that she has heard positive feedback regarding the programs held at the school.</p>	<p>Neumann</p>
<p>President, Dr. Thomas Flanders commented that during the Veteran’s Day Celebration, Ms. Taylor’s class spoke about relatives who served the United States in different capacities. They also recited the poem <i>Flanders Fields</i> which Ms. Taylor informed Dr. Flanders she teaches to her class each year.</p>	<p>Flanders</p>
<p>President, Dr. Thomas Flanders thanked everyone for they do.</p>	
<p>Public Comments –</p>	<p>Public Comments –</p>
<p>President, Dr. Thomas Flanders opened the floor for public comments.</p>	
<p>Mr. Will Outsen, Delhi, New York, asked about the spending plans for the \$713,000 that will be received for technology. Is the money spread over the three year period or received all at one time. Mr. Luke Potrzeba, Technology Supervisor replied the money is spread over the period of three years. The technology would be obsolete otherwise.</p>	<p>Outsen</p>
<p>Mr. Will Outsen, Delhi, New York, asked if the money will be spent to hire technology people. Mr. Potrzeba replied that the money is for technology only. The technology department will need to decide what products will be the most sustainable products for Delaware Academy. They will ask if the technology is the kind of thing they will use or will place in the budget process.</p>	<p>Outsen</p>
<p>President, Dr. Thomas Flanders commented that they will know more once they receive the information from the state.</p>	
<p>Mr. Will Outsen, Delhi, New York, asked about the contingency funds with the building project. Will we be spending down to the end of the project? How many more add on projects were actually done? President, Dr. Thomas Flanders replied that they will have a final answer for him at a later date.</p>	<p>Outsen</p>
<p>Mr. Will Outsen, Delhi, New York, asked how change orders are processed. President, Dr. Thomas Flanders requested Mr. Outsen call Superintendent, Jason D. Thomson and he will be happy to speak with him and answer any further questions he may have.</p>	<p>Outsen</p>
<p>Next Board meeting date: Monday, December 15, 2014.</p>	<p>Next meeting date</p>
<p>On a motion made by Vice President, Glenn Nealis, seconded by Trustee, Seth Haight, the Board of Education entered Executive Session to discuss a contract with no action to be taken, at 8:38 p.m.</p>	<p>Enter Executive Session</p>

<p>On a motion made by Trustee, Seth Haight, seconded by Trustee, Jay Wilson, the Board of Education left Executive Session at 9:45 p.m. and entered back into Open Session at 9:46 p.m.</p> <p>On a motion made by Trustee, Wayne Oliver, seconded by Trustee, Seth Haight, the Board adjourned at 9:47 p.m.</p> <p>Respectfully submitted,</p> <p>Susan J. Temple District Clerk</p>	<p>Leave Executive Session</p> <p>Adjournment</p>
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