

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

**MEETING MINUTES**

**Regular Meeting of the Board of Education**

**Date:** February 24, 2014

**Members Present:** Dr. Thomas Flanders, Glenn Nealis, Wayne Oliver, Tammy Neumann, Jay Wilson, Seth Haight 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 the Delaware Academy Central School District at Delhi to order at 6:10 p.m.</p>	<p>Call to Order</p>
<p>On a motion made by Trustee Seth Haight, and seconded by Trustee Tammy Neumann, the Board of Education entered Executive Session for the purpose of discussing a sports program, building project concerns, and internal procedures on various items with no action to be taken. The Board entered Executive Session at 6:12p.m.</p>	<p>Enter Executive Session</p>
<p>On a motion made by Trustee Jay Wilson and seconded by Trustee Tammy Neumann, the Board of Education left Executive Session at 7:03 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 the Delaware Academy Central School District at Delhi to order with the Pledge of Allegiance at 7:07 p.m.</p>	<p>Call to Order – Open Session with Pledge of Allegiance</p>
<p><b>Presentations –</b></p>	<p><b>Presentations</b></p>
<p><b>Western NY Flooring</b> – Mr. Andy Smith of Western NY Flooring presented flooring options to the Board of Education and public for the upcoming middle school gymnasium floor project. The middle school gymnasium has had water damage in the past and Mr. Smith presented options to the Board of Education which he feels will eliminate further water problems after the project is complete.</p>	<p>Western NY Flooring</p>
<p>A brief question and answer session was held and the Board thanked Mr. Smith for his presentation.</p>	
<p><b>C&amp;S Companies</b> – Mr. Eric Robert, Mr. Jared Yando presented a financial update on changes made to plans for the upcoming building project. Mr. Nick Signorelli of Ashley McGraw was on hand as well to answer questions on the architectural aspect of the changes proposed. A discussion was held on the needs of the middle school gym other than flooring. Mr. Jeffrey Ferrara, Athletic Director, and Mr. Bill Bartlett, Supervisor of Buildings and Grounds were on hand to provide information. A line-by-line presentation of the proposed changes was provided to the public.</p>	<p>C&amp;S Companies</p>
<p>A brief question and answer session was held and the Board thanked Mr. Robert, Mr. Yando, Mr. Signorelli, Mr. Ferrara and Mr. Bartlett for their input.</p>	<p>C&amp;S Companies continued</p>

<p><b>Student Senate Update</b> – Mr. Colin Spangenberg, Student Senate member gave a presentation of the activities the Student Senate has held to-date. Activities included a Martin Luther King Post-it Note Activity and a Blood Drive. Upcoming activities for the group include a Voter Registration lesson from the Delaware County Board of Elections, participation in fighting cancer by setting up a Relay for Life Team and they plan to attend a meeting of the SUNY Delhi Student Senate in order to learn about the functions and activities of a college senate.</p> <p>The Board thanked Mr. Spangenberg for his report.</p> <p><b>Public Comments</b> – The Board opened the floor to public comments. There were no public comments.</p> <p><b>Routine Matters</b> –</p> <p>On a motion made by Trustee Wayne Oliver and seconded by Vice President Glenn Nealis, the Board of Education of the Delaware Academy Central School District at Delhi approved the Minutes of the Regular Board of Education meeting held on January 27, 2014 as submitted. There were no questions, comments or discussion and the motion carried unanimously.</p> <p>On a motion made by Trustee Tammy Neumann and seconded by Trustee Wayne Oliver, the Board of Education of the Delaware Academy Central School District at Delhi approved the Treasurer’s Report and the Smith Barney Report on the A. L. Kellogg Educational Fund Investment for January 2014 as submitted. There were no questions, comments or discussion and the motion carried unanimously.</p> <p>On a motion made by Trustee Jay Wilson and seconded by Trustee Seth Haight, the Board of Education of the Delaware Academy Central School District at Delhi approved the following personnel recommendations pending fingerprint clearance with a separate motion being made for the permanent appointments:</p> <p><b>Retirements:</b></p> <ul style="list-style-type: none"> <li>• <i>Guntert, Lucy, Bus Driver, effective June 30, 2014</i></li> </ul> <p><b>Resignations:</b> <i>No resignations for February 2014</i></p> <p><b>Probationary Appointments:</b> <i>No probationary appointments for February 2014</i></p> <p><b>Substitute Appointments:</b></p> <ul style="list-style-type: none"> <li>• <i>Arehart, Elizabeth B., Instructional</i></li> </ul> <p><b>Leave of Absence Requests:</b> <i>No leave requests for February 2014</i></p> <p><b>Leave Replacements:</b> <i>No leave replacements for February 2014</i></p> <p><b>Tenure Appointments:</b> <i>No tenure appointments for February 2014</i></p> <p><b>Co-Curricular Appointments – 2013-2014, Stipend per DAFA Agreement:</b></p>	<p>Student Senate Update</p> <p><b>Routine Matters</b></p> <p>Approval of Minutes</p> <p>Approval of Financial Reports</p> <p>Approval – Personnel</p> <p><b>Retirements</b> Guntert</p> <p><b>Substitutes</b> Arehart</p> <p>Personnel continued</p>
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<p><i>No co-curricular appointments for February 2014</i></p> <p><b>Coaching Appointments:</b></p> <ul style="list-style-type: none"> <li>• <i>Abts, Micaiah, Assistant Varsity Football</i></li> <li>• <i>Newman, Matt, Head Varsity Football</i></li> <li>• <i>Sampogna, Anthony, Assistant Varsity Football</i></li> </ul> <p><b>Volunteer Appointments:</b>  <i>No volunteer appointments for February 2014</i></p> <p>There were no questions, comments or discussion and the motion carried unanimously.</p> <p>On a motion made by Trustee Jay Wilson and seconded by Vice President Glenn Nealis, the Board of Education of the Delaware Academy Central School District at Delhi approved a <b>permanent appointment for Abigail Oliver, Licensed Teaching Assistant, Delhi Educational Support Staff, effective, February 24, 2014.</b> There were no questions, comments or discussion and the result of the Board of Education vote was 6 Aye, 0 Nay, and Trustee Wayne Oliver abstained.</p> <p>On a motion made by Trustee Mark Ackerly and seconded by Trustee Wayne Oliver, the Board of Education of the Delaware Academy Central School District at Delhi approved CSE recommendations as submitted by the CSE Chairperson for February 2014. There were no questions, comments or discussion and the motion carried unanimously.</p> <p><b>Reports –</b></p> <p>Ms. Laurie Alberti, MS/HS Principal reported:  MS/HS</p> <ul style="list-style-type: none"> <li>• Semi Formal dance was Friday Feb. 7<sup>th</sup></li> <li>• 1/31 was our conference day in which teachers worked on CC alignment and regional data</li> <li>• Assessment committee has been meeting and addressing concerns and troubleshooting any glitches with assessments including regional and in-district such as Journeys</li> </ul> <p>HS</p> <ul style="list-style-type: none"> <li>• Mr. Thomson and I have been meeting with all non-tenure teachers for a check in to see how things are going and if they need anything</li> <li>• Regents exams are complete and have been mailed back to NYS</li> <li>• We had a NYS Office of State Assessment (OSA) do a surprise inspection on Jan.30<sup>th</sup> in which she investigated test security and educator integrity. She was very please with her inspection and stated she would report to Mr. Tammara how pleased she was.</li> <li>• I am in the process of compiling the data on the regents results</li> <li>• I am also compiling the data on the regional assessments</li> <li>• In a few weeks I will be ordering our June regents</li> </ul> <p>Students</p> <ul style="list-style-type: none"> <li>• FFA students will be tapping trees this week</li> <li>• One student moved out of district and did not register in new district (dropped out) so this counts against Delaware Academy</li> <li>• We have one student who will not graduate this June (plan is attending summer school). We have no parental support and cannot meet with student as she rarely comes to school.</li> </ul> <p>The Board thanked Ms. Alberti for her report.</p>	<p><b>Coaching</b>  Abts  Newman  Sampogna</p> <p><b>Permanent</b>  Oliver</p> <p>Approved CSE Report</p> <p><b>Reports</b>  MS/HS</p> <p>MS/HS continued</p>
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<p><b>Departmental Reports –</b></p> <p>Ms. Marian Chrisman, Business Administrator reported:</p> <ul style="list-style-type: none"> <li>• Kellogg funds have decreased by \$209,547.</li> <li>• Our school lunch fund profit was nominal at \$70. January is a 3-pay period month which impacts the profit by about \$7,000.</li> <li>• We locked in our fuel bids for 2014-2015 through DCMO BOCES. Heating fuel increased by 5 cents a gallon, diesel increased by 9 cents.</li> <li>• The Board was given budget binders to start reviewing for the March 10 workshop. Currently the budget is \$358,000 more than last years' equating to a 1.95% increase. This draft contains everything asked for. The property tax cap is calculated at 1.46%. Our allowable tax cap which included exclusion for the Capital funding would have given us an additional \$9,680. With this type of an increase it would mean using \$900,000 of Fund Balance which I'm sure we won't want to do. She is working with Mr. Thomson and they are contemplating various ways to reduce spending to present for the Board's consideration at the March 10 workshop.</li> </ul>	<p>Business Administrator</p>
<p>The Board thanked Ms. Chrisman for her report.</p> <p>Mr. Jeff Ferrara, Athletic Director reported:</p> <p>Scholar athletes –</p> <ul style="list-style-type: none"> <li>• MAC were Tyler Dugan, Wrestling, Karlye Heavey, Girls Basketball, Ben Branigan, Boys Basketball</li> <li>• NYSPHSAA Scholar Athlete Team, Girls Basketball</li> <li>• Boys Wrestling made it to two sectional place – finishers</li> <li>• Girls Basketball finished the season with 7-11, they lost in first round of sectionals to Franklin</li> <li>• Boys Basketball finished 12-6 and lost in the first round of sectionals to Laurens</li> <li>• Spring sports start Monday, March 3, 2014.</li> </ul>	<p>Athletic Director</p>
<p>The Board thanked Mr. Ferrara for his report.</p> <p>Mr. Bill Bartlett, Supervisor of Buildings &amp; Grounds reported:</p> <p>A number of small projects were completed over last week's break;</p> <ul style="list-style-type: none"> <li>- Touch-up paint in the HS halls and gym</li> <li>- Stripped and waxed 2 areas</li> <li>- Changed univent filters</li> <li>- In-depth cleaning locker rooms</li> <li>- In-depth cleaning of bathroom floors</li> <li>- Installed new bathroom doors</li> <li>- Performed Annual Departmental training (required)</li> </ul> <p>Covered: Lock-out/Tag-out, PPE, Confined Space, Right to Know, Blood Borne Pathogens, Asbestos Awareness, and Operation of the Gym Door.</p>	<p>Buildings &amp; Grounds</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"> <li>• January 26<sup>th</sup>-28<sup>th</sup> she attended the Legislative Action Conference in Albany with the New York School Nutrition Association. She was able to meet with Senator Jim Seward, Assemblywoman Claudia Tenney and Assemblyman Peter Lopez; we discussed the new regulations for Food Service departments based on the Healthy Hunger Free Kids Act.</li> </ul>	<p>Food Service</p>

<ul style="list-style-type: none"> <li>January 30<sup>th</sup> we received notification from Bassett Healthcare Network's 5210 program that the district has been awarded two mini grants. One grant in the amount of \$1,795 for an expansion on our existing school garden program. The second grant is in the amount of \$895 for New York Agriculture in the Classroom Agriculture Literacy books and educator guides for teachers K-3.</li> <li>April 28<sup>th</sup> thru May 2<sup>nd</sup> she will be representing New York State nationally at the annual United States Department of Agriculture Produce Safety University training in Fredericksburg, Virginia. The all expenses paid trip to Fredericksburg includes a one-week training course designed to help school foodservice staff identify and manage food safety risks associated with fresh produce. PSU addresses produce purchased from traditional suppliers, direct from farmers, and through the DOD Fresh program. The curriculum covers all aspects of the fresh produce supply chain including growing, harvesting, storage, and preparation.</li> <li>March 22<sup>nd</sup> Delaware Academy will be hosting the Junior Iron Chef Competition sponsored by Farm Catskills and Bassett Healthcare Network's 5210.</li> <li>January's claim report notes with 18 serving days. We served 3,007 Breakfast and 8,163 Lunches.</li> </ul>	
<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>We have deployed 6-8 iPads to students with e.mail and Google drive some great use is happening in the classroom already</li> <li>Continued migration to Windows 7 before XP's End of Life</li> <li>Set Student e.mail for 6-8 with 9-12 deployment coming next.</li> </ul>	Technology
<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>Currently performing 19A Driver Observations. All files are audited and reviewed.</li> <li>Last week he attended a conference.</li> </ul>	Transportation
<p>The Board thanked Mr. Verspoor for his report.</p> <p>Superintendent, Mr. Jason D. Thomson reported:</p> <ul style="list-style-type: none"> <li>Completed coaching selections – representatives are here tonight.</li> <li>On February 10, we held the second PTO meeting</li> <li>DESSA is still in negotiations. A second meeting is scheduled with the mediator March 11.</li> <li>Ms. Chrisman and I continue to work on the budget</li> <li>He will be attending the Winter Institute and Lobby Day meeting Saturday, March 1 – March 4 and will be meeting with legislatures this weekend.</li> </ul>	Superintendent
<p><b>Policy Review</b></p> <p>On a motion made by Trustee Tammy Neumann and seconded by Vice President Glenn Nealis, the Board of Education of the Delaware Academy Central School District at Delhi adopted Board Policies #1-6 as submitted. Trustee Mark Ackerly requested we research and validate any laws we need to comply with and submit an addendum when the research and validation is complete.</p> <p>The Board performed the first reading of Board Policies #7-20.</p>	<p>Adoption BOE Policies #1-6</p> <p>1<sup>st</sup> Reading Policies 7-20</p>

Old Business	
<p>On a motion made by Trustee Tammy Neumann and seconded by Trustee Mark Ackerly, the Board of Education of the Delaware Academy Central School District at Delhi approved the District-Wide Safety Plan as submitted. There were no questions, comments or discussion and the motion unanimously carried.</p>	<p>Approval of District-Wide Safety Plan</p>
<p>On a motion made by Vice President Glenn Nealis and seconded by Trustee Seth Haight, the Board of Education of the Delaware Academy Central School District at Delhi accepted a donation of a new pole vault landing system from Sportsfield Specialties, Inc. to the athletic programs with a total value of \$10,541.90. There were no questions, comments or discussion and the result of the Board of Education vote was 6 Aye, 0 Nay, and Trustee Wayne Oliver abstained.</p>	<p>Donation – Pole Vault Landing System</p>
<p>On a motion made by Vice President Glenn Nealis and seconded by Trustee Wayne Oliver, the Board of Education of the Delaware Academy Central School District at Delhi approved a request from the Delaware Academy Elementary School to surplus or discard items that are obsolete and of no use to the district. See attached. There were no questions, comments or discussion and the motion unanimously carried.</p>	<p>Surplus Items – Technology (See Attached)</p>
<p>On a motion made by Trustee Wayne Oliver and seconded by Trustee Mark Ackerly, the Board of Education approved a request to surplus the following athletic equipment as the equipment is outdated, unusable, deteriorated or does not meet state regulations:</p> <ul style="list-style-type: none"> <li>• 15 pair of shorts</li> <li>• 6 catchers chest protectors</li> <li>• 1 ball bag</li> <li>• 1 bat bag</li> <li>• 11 football face masks</li> <li>• 5 catchers gloves</li> <li>• 9 metal bats</li> <li>• 3 wooden bats</li> </ul> <p>There were no questions, comments or discussion and the motion carried unanimously.</p>	<p>Surplus Items – Athletic Department</p>
<p>On a motion made by Trustee Wayne Oliver and seconded by Vice President Glenn Nealis, the Board of Education of the Delaware Academy Central School District at Delhi approved a request from the library department to surplus equipment as they are old, broken, or no longer used. See attached. There were no questions, comments or discussion and the motion carried unanimously.</p>	<p>Surplus Items – Library (See Attached)</p>
<p>On a motion made by Trustee Wayne Oliver and seconded by Trustee Seth Haight, the Board of Education approved the following resolution:</p> <p>BE IT RESOLVED, that the Board of Education of the Delaware Academy Central School District at Delhi wishes to participate in cooperative bidding for bread and bread products for the school year 2014-2015 with other school districts in the Southern Tier of New York State, and</p> <p>BE IT FURTHER RESOLVED, that Dorette Hughson, Clerk of the Board of Education, GST BOCES, be designated to advertise, receive and open said bids and</p> <p>BE IT FURTHER RESOLVED, that the Board of Education of Delaware Academy Central School District at Delhi reserves the right to accept or reject any or all bids. There were no questions, comments or discussion and the motion carried unanimously.</p>	<p>Approve Cooperative Bidding – Bread Products</p> <p>Bread Bid continued</p>
<p>On a motion made by Trustee Tammy Neumann and seconded by Vice President Glenn Nealis, the Board of Education of the Delaware Academy Central School District at Delhi approved a co-curricular request from the Speech and Debate Club to attend the annual</p>	<p>Approve Co-Curricular Request –</p>

<p>District Competition also known as the National Qualifier, on March 14 and 15 at Woodstock Union High School, Woodstock, VT and that Jennifer Stanton, Co-Curricular Advisor, receives a cash advance of \$250.00 from the club to take team to dinner and possibly bowling. There were no questions, comments or discussion and the motion carried unanimously.</p>	<p>Speech &amp; Debate Club</p>
<p>On a motion made by Trustee Wayne Oliver and seconded by Trustee Tammy Neumann, the Board of Education of the Delaware Academy Central School District at Delhi approved budget transfers in the amount of \$139,411.00 as submitted by the Business Administrator. There were no questions, comments or discussion and the motion carried unanimously.</p>	<p>Approve Budgetary Transfers</p>
<p>On a motion made by Trustee Jay Wilson and seconded by Trustee Mark Ackerly, the Board of Education rescinds the request to change the Regular meeting of the Board of Education, April 21, 2014 to April 10, 2014. The Regular meeting will be held on April 21, 2014 as scheduled. There were no questions, comments or discussion and the motion carried unanimously.</p>	<p>April Meeting Date – April 21, 2014</p>
<p><b>Other Discussion</b></p>	<p><b>Other Discussion</b></p>
<p>Trustee Wayne Oliver reported that the snowmobile club thanked the district for giving them access to the property by Smith Pond. Trustee Oliver mentioned that he has used the access trail and it works well.</p>	<p>Oliver</p>
<p>Trustee Wayne Oliver also reported that the Board of Education will be forced to make difficult decisions while building the annual budget again this year.</p>	
<p>Trustee Tammy Neumann reported that the Board Liaison Committee continues to meet. The meetings continue to be productive and she looks forward to continuing on the committee.</p>	<p>Neumann</p>
<p>Ms. Maggie McGraw, Delhi NY, and Ms. Rebecca Morgan, also of Delhi, NY reported on a recent PTO meeting held in the elementary building. She reported the PTO members met in January and had about 10-12 people attend. The meeting in February had about 20 members attend. They are mainly focusing on developing a mission statement where they will be ambassadors, support health and welfare of the school. Some parents want to get to know the policies better as well as the common core state standards. She reported that Mr. Thomson did a presentation to the PTO at the February meeting to help the members become more familiar with the DA website to find out some of the information they are interested in. The PTO is committed to assist the district to figure out better ways to communicate. They meet the second Monday of each month and anyone interested to attend is welcome. She noted though, that for now, the PTO is elementary only. They are open to suggestions as well.</p>	<p>McGraw / Morgan – PTO Meeting Update</p>
<p>The Board thanked Ms. McGraw for her comments.</p>	
<p><b>Public Comments –</b></p>	<p><b>Public Comments</b></p>
<p>Mr. Micaiah Abts, Assistant Varsity Coach did a presentation to the Board of Education to request a room be set up for athletes to train in. The Board requested Mr. Abts prepare a proposal and submit the proposal to Superintendent Jason D. Thomson. The Board thanked Mr. Abts for his report.</p>	<p>Abts</p>
<p>The next Regular meeting of the Board of Education is scheduled for March 24, 2014, executive session at 6:00 p.m. (if necessary) and public session to begin at 7:00 p.m. in the High School Library Media Center.</p>	<p>Next BOE Meeting – March 24, 2014</p>

<p>On a motion made by Trustee Seth Haight and seconded by Vice President Glenn Nealis, the Board went into Executive Session to discuss personnel with no action to be taken, at 9:44 p.m.</p> <p>On a motion made by Trustee Mark Ackerly and seconded by Trustee Seth Haight, the Board of Education left Executive Session at 11:02 p.m. The Board entered back into Open Session at 11:03 p.m.</p> <p>On a motion made by Trustee Jay Wilson and seconded by Trustee Wayne Oliver, the Board of Education adjourned the Regular meeting of the Delaware Academy Central School District at Delhi at 11:04 p.m.</p> <p>Respectfully submitted,</p> <p>Susan J. Temple District Clerk</p> <p>Attachments (3)</p>	<p>Enter Executive Session</p> <p>Leave Executive Session</p> <p>Adjournment</p>
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