

**APPROVED MINUTES  
HOLLAND PATENT CENTRAL SCHOOL DISTRICT  
REGULAR BOARD OF EDUCATION MEETING  
WEDNESDAY, DECEMBER 4, 2013  
MIDDLE SCHOOL AUDITORIUM –7:00 P.M.**

A regular meeting of the Board of Education of the Holland Patent Central School District was held in the middle school auditorium, located in the village of Holland Patent, New York on Wednesday, December 4, 2013. Board President, Anne McGahey, called the meeting to order at 7:00 p.m.

**MEMBERS PRESENT**

Anne McGahey, President  
Karen Evans, Vice President  
Richard Allen  
Everett Stalker  
Traci Boris  
Avery Herkel  
Nancy Nowicki, Assistant Superintendent  
Cheryl Venettozzi, Assistant Superintendent  
Marie Perry, District Clerk

**ALSO PRESENT**

Kristin Casab  
James DeAngelo  
Mary Beth Piejko  
Christopher Roberts  
Andrew Massoud arr. 7:15 p.m.  
Dennis Geer arr. 7:10 p.m.

**MEMBERS ABSENT:**

Kathleen M. Davis, Superintendent of Schools

**VISITORS**

Approximately 125 visitors; 10 visitors remained after awards for the continuation of the meeting.

**ROLL CALL**

**PLEDGE OF ALLEGANCE**

13-132

**APPROVAL OF MINUTES**

Karen Evans made the motion, seconded by Richard Allen to approve the minutes of the Board of Education regular meeting and budget vote on November 13, 2013.

Yes – 5

No - 0 Motion Carried

13-133

**POSITIVE THOUGHTS**

Mrs. McGahey congratulated the elementary students who participated in the summer reading program and turned the program over to elementary principals, Mrs. Casab and Mr. DeAngelo.

Mr. DeAngelo congratulated students on their achievements and thanked parents for their support in helping students continue to read over the summer. Mr. DeAngelo encourages students to continue reading and experience all genres of literature. Mr. DeAngelo then introduced a special guest, Santa Claus! Santa assisted Mr. DeAngelo,

Mrs. Casab, and Mrs. Piejko in presenting t-shirts and award certificates to students. The award ceremony was followed by a celebration of punch and cookies in the cafeteria.

Mrs. Corigliano and Mrs. Kennerknecht were unable to attend as Shining Knights. They were being honored for going above and beyond for students.

Mr. Andrew Massoud, Athletic Director/Assistant Principal, presented a synopsis of athletic accomplishments the fall season and congratulated all the coaches and student athletes. He then introduced Coach Mark Celecki who spoke about one of his team members who is a state qualifier. He discussed her accomplishments in her swimming career. Avery Herkel, student board member, presented the student with an award certificate.

Mr. Massoud introduced Mrs. Elizabeth Curtis and Mrs. Renee Morrison, field hockey coaches. Mrs. Curtis spoke about the season and the accomplishments of the girls. The team finished as Section III Champs. Award certificates were presented to students by Mr. Herkel.

Mr. Massoud then introduced Mr. Mike Stripp, Boys Cross County coach. Mr. Stripp thanked the board for their support, the transportation department for their services, the Mr. Geer and the maintenance department for their hard work. The trails are maintained and one of the best in the state. Mr. Stripp introduced his team and their accomplishments. The team finished as New York State Champs. Award certificates were presented to athletes by Mr. Herkel. Mr. Massoud announced that a road sign will be posted on Rt. 365 honoring the cross country team

Mrs. Mary Beth Piejko, PPS Director/CSE Chairperson, sent a thank you letter to Ms. Sarah Buell, Rite Aid Pharmacy, Barneveld, New York for coordinating the Flu Shot Clinic for district employees.

Mr. James DeAngelo, Principal, Holland Patent Elementary sent thank you letters to staff members (Mrs. Koziarz, Mrs. Bates, Mrs. Bauer, Mrs. Kenny, Mrs. Isenberg, Mrs. Buchanan, and Mrs. Hasenauer) for volunteering for the fall family fun night.

13-134

### **UPCOMING DATES**

November 18, 2013	Elementary Parent/Teacher Conferences Dismissal at 11:00 a.m.
November 21, 2013	Holland Patent Boosters Meeting 7:00 p.m. – High School Library
November 22 & 23, 2013	Area All State – Oneida County
November 25, 2013	Elementary Picture Re-takes
November 27, 28, 29, 2013	Thanksgiving Recess
December 2, 2013	Elementary Parent/Teacher Conferences Dismissal at 11:00 a.m.
December 4, 2013	Grandparents Luncheon

11:00 a.m. – Gen. Wm. Floyd Elementary

HPE PTA Meeting

4:30 p.m.

Board of Education Meeting

7:00 p.m. – Middle School Auditorium

13-135 **VISITORS**

Mrs. McGahey asked if any visitors had any comments or questions. She also noted that there were handouts with Q & A's regarding the elementary reorganization. The information is also posted on the district's website.

There were no questions or comments.

13-136 **ADOPT RESOLUTION FOR ORGANIZATION OF THE ELEMENTARY SCHOOL**

Karen Evans made the motion, seconded by Richard Allen to adopt the following resolution with regard to the organization of the elementary schools:

**RESOLUTION REGARDING ORGANIZATION OF THE  
ELEMENTARY SCHOOLS**

**WHEREAS**, the Holland Patent Central School District seeks to optimize the utilization of its facilities and instructional resources to facilitate student achievement and fiscal responsibility; and

**WHEREAS**, the Board of Education considers that the proposed reorganization of the elementary schools will enhance the quality of educational programming for students and will also put the District's resources to their most effective use; and

**WHEREAS**, the Board of Education has considered the educational aspects of the proposed reorganization, as well as the fiscal impact of the proposal and has had full opportunity to study, discuss, and evaluate the factors regarding organization of the District's elementary schools; and

**WHEREAS**, the Board of Education has considered the recommendations of the Superintendent of Schools in this regard, as well as the comments and recommendations of parents and others who have addressed the reorganization proposal;

**NOW THEREFOR BE IT RESOLVED**, by the Board of Education of the Holland Patent Central School District, in the exercise of its duty to manage and administer the educational affairs of the School District, as follows:

1. Effective July 1, 2013, the elementary schools of the District shall be organized as follows:

a. General William Floyd Elementary School to house students in grades preK-2, at 8110 State Route 365 Stittville, New York 13469

b. Holland Patent Elementary School to house students in grades 3 through 5, at 7940 Elm Street, Holland Patent, New York 13354.

2. The Superintendent of Schools shall promptly take all reasonable and appropriate steps to organize a smooth transition for the students, parents and staff of the school district to the new elementary school organization, within applicable budgetary constraints.

13-137 **CORRESPONDENCE**

There was no correspondence.

13-138 **BOARD FORUM**

Mr. Allen attended the swimming banquet recently. He commented that the event went well and was a very nice event.

Mrs. Boris heard positive comments from attendees of the Grandparents Luncheon at Gen. Wm. Floyd Elementary earlier today. Mrs. Boris thanked the cafeteria staff and administration for their hard work. The children and grandparents enjoyed the event.

13-139 **COMMITTEE REPORTS**

There were no reports.

13-140 **BUDGET REVIEW**

Mrs. Cheryl Venettozzi, Assistant Superintendent for Business & Finance presented the following items and the anticipated budget lines.

Special Programs  
Co-Curricular, Sports

13-141 **BILL SCHEDULES**

Mrs. Evans made the motion, seconded by Mr. Allen, to accept for payment bill schedule #4 General Fund in the amount of \$109,997.37, for the period ending December 4, 2013 and make it a matter of record.

Yes – 5  
No – 0 Motion Carried

Mrs. Evans made the motion, seconded by Mr. Allen, to accept for payment bill schedule #4 School Lunch in the amount of \$12,964.85, for the period ending December 4, 2013 and make it a matter of record.

Yes – 5  
 No – 0 Motion Carried

Mrs. Evans made the motion, seconded by Mr. Allen, to accept for payment bill schedule #3, Federal Funds in the amount of \$2,910.00, for the period ending December 4, 2013 and make it a matter of record.

Yes – 5  
 No – 0 Motion Carried

13-142

**APPROVAL OF TAX REFUND/CORRECTION**  
**DELETION AND ADOPTION OF POLICIES**  
**APPROVAL OF 2013-14 TRANSPORTATION REQUESTS**  
**RESIGNATIONS FOR REASON OF RETIREMENT**  
**RESIGNATIONS**  
**LEAVES OF ABSENCE**  
**APPOINTMENTS**  
**2013-14 COACHING & ATHLETIC VOLUNTEER APPOINTMENTS**

Karen Evans made the motion, seconded by Richard Allen, to approve/accept/adopt the following by consent:

Approve the following Tax Refunds and Corrections:

Owner Name	Town	Tax Map ID	Original/ Corrected	Assessment	2012-13 Tax Rate	Tax	Correction
<b>School Taxes</b>							
R. Kessler & Associates, Inc.	Trenton	247.000-1-69.1	Original	\$126,600	30.1144	\$3,812.48	
			Corrected	\$25,700	30.1144	\$773.94	\$773.94
<b>Library Taxes</b>							
R. Kessler & Associates, Inc.	Trenton	247.000-1-69.1	Original	\$126,600	0.0773	\$9.79	
			Corrected	\$25,700	0.0773	\$1.99	\$1.99

Adopt/delete the following policies effective December 4, 2013:

- 0020 Code of Ethics for Board Members & Employees of the HPCSD
- 1021 School Resource Officer Policy
- 1021.1 School Resource Officer Referral Process
- 1021.2 Job Description: School Resource Officer
- 5000 Health Insurance Portability & Accountability Act of 1996 (HIPAA)
- 6014 Determination of Student Residency
- 6014.1 Principles & Procedures for Determining Student Residency
- 6014.2 Student Affidavit of Emancipation
- 6014.3 Parent Affidavit
- 6014.4 New Student Residency Letter
- 6014.5 BOE or Designated Residency Officer

- 6020.1 Plain Language Summary of Student Attendance Policy 6020
- 6054 Concussion Management

Delete

- 1010.1 Corporal Punishment Complaints – replaced by Policy 1010 (pg. 27)

Approve the following request for transportation to private schools for the 2013-14 school year:

- |         |   |                     |                           |
|---------|---|---------------------|---------------------------|
| Child 1 | 7766 Soule Road, Holland Patent, NY 13354 | Mr. Edward Byler    | Amish School, Fraser Road |
| Child 2 | 7766 Soule Road, Holland Patent, NY 13354 | Mr. Edward Byler    | Amish School, Fraser Road |
| Child 1 | 10227 St. Rt. 274, Westernville, NY 13486 | Mr. Daniel M. Byler | Amish School, Fraser Road |
| Child 2 | 10227 St. Rt. 274, Westernville, NY 13486 | Mr. Daniel M. Byler | Amish School, Fraser Road |
| Child 3 | 10227 St. Rt. 274, Westernville, NY 13486 | Mr. Daniel M. Byler | Amish School, Fraser Road |

Accept the request from John Hurteau, mathematics teacher, to resign effective July 1, 2014, for reason of retirement.

Accept the request from Carol Saraceno, elementary teacher, to resign effective July 1, 2014, for reason of retirement.

Accept the request from Patricia Aubry, elementary teacher, to resign effective July 1, 2014, for reason of retirement.

Accept the request from James Fruscella, physical education teacher, to resign effective July 1, 2014, for reason of retirement.

Accept the request from Barbara Felice, physical education teacher, to resign effective July 1, 2014, for reason of retirement.

Accept the request from Jeanne Sanderl-Owens, science teacher, to resign effective July 1, 2014, for reason of retirement.

Accept the request of Leroy Guyer, varsity wrestling assistant, to resign effective December 5, 2013.

Accept the request of Reynold Szarek, wrestling volunteer, to resign effective December 5, 2014 pending his appointment as varsity wrestling assistant coach.

Accept the request of Kathleen Nieman, teacher, for a personal leave of absence without pay from Tuesday, February 4, 2014 through Monday, February 10, 2014.

Accept the request of Karen Heinlein, teacher, for a medical leave of absence without pay from Monday, December 16, 2013 through Friday, December 20, 2013.

Approve the following substitute teacher appointments, at a per diem rate of Certified \$80 per day; Non-certified \$65 per day effective December 5, 2013:

<u>Name</u>	<u>Address</u>	<u>Certified Rate \$80/day</u> <u>Non-certified Rate</u> <u>\$65/day</u>
Evans, Andrew	9700 Toby Road Marcy, NY 13403	<b>\$65/day</b>

Ruster, Kevin

512 Bretts Way  
Whitesboro, NY 13492

\$65/day

Approve the following non instructional substitutes effective December 5, 2013 as follows:

**Kelly Villeneuve**

Substitute Teacher Aide 90% of Step 1, \$9.76/hr.

Approve the following coaching and athletic volunteer appointments pending renewal of their CPR/first aid certificates for the 2013-14 school year:

Coach	Sport		%	Salary	
Baker, Clifford	Modified Boys Basketball Volunteer		n/a	n/a	
Guyer, Leroy	Wrestling Volunteer		n/a	n/a	
Briggs, Brian	Modified (7 <sup>th</sup> Grade) Boys Basketball		4	\$1,260.12	
Szarek, Reynold	Varsity Wrestling Assistant	Split position	6.5%	3.25	\$1,023.85
Lake, Brandon	Varsity Wrestling Assistant	Split position	6.5%	3.25	\$1,023.85

Approve the following conditional appointment as an athletic volunteer pending renewal of his CPR/first aid certificates for the 2013-14 school year and contingent upon satisfactory criminal background clearance from the Division of Criminal Justice Services and the FBI:

Coach	Sport		%	Salary
Baldwin, Matthew	Modified Boys Basketball Volunteer		n/a	n/a

Yes – 5

No - 0 Motion Carried

13-143 Karen Evans made the motion, seconded by Richard Allen to approve/adopt the following:

Accept the request of Michelle Barnum, teacher, for a child care leave of absence without pay from approximately January 30, 2014 through February 11, 2014.

Adopt the following amended resolution of appointment:

BE IT RESOLVED, that **Talia DeFazio**, 812 Eleanor Place, Utica, York 13501, be appointed as a long term substitute elementary teacher at Holland Patent Elementary and be paid on C-7 (\$38,415), plus masters (\$800) pending receipt of official transcripts, for a total salary of \$39,215-prorated This appointment is for the period of December 16, 2013 – February 11, 2014.

Yes – 5

No - 0 Motion Carried

13-144

**ENCLOSURES**

1. SBI Calendar 2013-14 Scheduled Meetings

- 2. Parent Letter from Mrs. Casab regarding report cards.
- 3. Elementary Reconfiguration Timeline
- 4. EPC Work Plan
- 5. Elementary Reconfiguration Questions and Answers

There were no comments on the enclosures.

13-145 **RECOMMENDATIONS MADE BY THE COMMITTEE ON SPECIAL EDUCATION**

Karen Evans made the motion, seconded by Richard Allen to approve the recommendations made by the Committee on Special Education which are on file.

Yes – 5  
No – 0 Motion Carried

13-146 **EXECUTIVE SESSION**

At 7:50 p.m., Karen Evans made the motion, seconded by Richard Allen, to take a short recess and to return in executive session to discuss:

- 1. Recommendations by the Committee on Special Education
- 2. Employment History of Particular People
- 3. Negotiations

Yes – 5  
No – 0 Motion Carried

At 8:05 p.m. the Board returned to open session.

13-147 Karen Evans made the motion, seconded by Richard Allen to approve the following athletic volunteer appointment pending renewal of their CPR/first aid certificates for the 2013-14 school year:

<b>Coach</b>	<b>Sport</b>		<b>%</b>	<b>Salary</b>
Palmer, Jeffrey	Boys Basketball Volunteer		n/a	n/a

13-148 **ADJOURNMENT**

Having no further business to discuss at this time, Karen Evans made the motion, seconded by Richard Allen to adjourn the meeting.

Yes – 5  
No – 0 Motion Carried

Meeting was adjourned at approximately 8:10 p.m.

The next regular board meeting will take place on January 8, 2014 in the annex conference room at 7:00 p.m.

Marie E. Perry  
District Clerk