

**APPROVED MINUTES  
HOLLAND PATENT CENTRAL SCHOOL DISTRICT  
REGULAR BOARD OF EDUCATION MEETING  
WEDNESDAY, SEPTEMBER 18, 2013  
ANNEX CONFERENCE ROOM -7:00 P.M.**

A regular meeting of the Board of Education of the Holland Patent Central School District was held in the annex conference room, located in the village of Holland Patent, New York on September 18, 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  
Kathleen M. Davis, Superintendent of Schools  
Cheryl Venettozzi, Assistant Superintendent  
Marie Perry, District Clerk

**ALSO PRESENT**

Nancy Nowicki  
Dennis Geer  
Andrew Massoud  
Mary Beth Piejko  
Russ Stevener  
Charles Pratt  
Christopher Roberts  
James DeAngelo

**MEMBERS ABSENT:**

Avery Herkel

**VISITORS**

10 visitors

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

13-65

**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 August 21, 2013.

Yes – 5

No - 0 Motion Carried

13-66

**POSITIVE THOUGHTS**

Mr. David Reichert, Assistant Race Director of the Boilermaker Road Race and long time resident of Holland Patent, attended to congratulate three of our students who are Girls Mile Runners. Mrs. Davis welcomed the students, their families and Mr. Reichert. Mr. Reichert congratulated the students and commented that Holland Patent students always come with a win. Holland Patent has strong running teams and he looks forward to seeing what these young students will do in the future. The Boilermaker program holds invitational runs at no cost as well as offering scholarship opportunities. Mrs. Davis accepted the award plaque on behalf of the district. It will be displayed at the high school. Mrs. Davis presented certificates of achievement to the three students and thanked everyone for attending.

Mrs. Davis reported that all open houses were positive and well attended. Our EPC program is approved and we will be moving forward. She thanked everyone for helping to make the opening of school successful. It was a very busy summer and a team effort to be ready for the opening of school.

High School Principal Russell Stevener and Assistant Principal Andrew Massoud sent a thank you letter to Kathleen Hughes, Foothills Rural Community Ministry for their contribution of supplies for students.

13-67

### **REVIEW OF UPCOMING DATES**

Mrs. Davis highlighted upcoming dates and noted that some board members will be attending the upcoming NYSSBA Conference.

September 19, 2013	Boosters Meeting 7:00 p.m. – High School Library
	Elementary Open House Night
September 20, 2013	High School & Middle School Picture Day
October 4, 2013	5-Week Interim
October 9, 2013	GWF PTA Meeting, 4:00 p.m. HPE PTA Meeting, 4:30 p.m.
	Board of Education Meeting 7:00 p.m. – Annex Conference Room

13-68

### **VISITORS**

Mrs. Kelly Lanckton was in attendance to discuss the 8<sup>th</sup> grade STEAM program. She addressed the board with specific questions. Mr. Pratt, Middle School Principal and his staff will be preparing a presentation for the next board meeting.

Mrs. Kelly Villeneuve also was in attendance to address the board with regard to new high school study hall rules. Mr. Stevener, High School Principal, responded with information regarding recent decisions. The study halls have been unproductive and unsuited for learning. After going over some options, some rules were put into place to promote learning. There is no talking in study halls and students must come prepared to work on assignments etc. Students are allowed passes to the library or teacher's classrooms for assistance. The atmosphere has been more positive and more productive for students. Mr. Stevener also commented that the high school will be doing a Character Education award program similar to the middle school to reward students for academics and/or good citizenship.

The board discussed and references were made to the policy on the use of electronic devices. The policy committee will be revisiting this policy at one of their committee meetings. Mrs. McGahey also noted that it would be helpful to have more information on the progress of the STEAM program. Mrs. Davis requested that Mr. Pratt and the team prepare a presentation for the next board meeting.

13-69            **CORRESPONDENCE**

There was no correspondence.

13-70            **BOARD FORUM**

Traci Boris requested that Item II (15) – Appointments, be pulled from consent for Executive Session.

Mr. Allen commented that he attended the high school open house and it was nice to see our teachers and follow the student’s schedule. He likes the format for the evening. Mrs. McGahey also attended open house and it went well. Mrs. Boris noted that she attended the middle school open house. It was very well done. Teachers were prepared and it was helpful to follow your child’s schedule and meet each teacher.

13-71            **DISTRICT UPDATE**

Mrs. Davis noted that Northland Communications has notified us that our phones are antiquated and they were unable to continue service after December with existing equipment. This is a large ticket item and the announcement came to us second hand. We had to reach out to Northland to ascertain what is involved. In the meantime, we are researching other options including service through Ken Ford, OHM BOCES. At this point, it looks like the district may be able to save money with this option.

13-72            **COMMITTEE REPORTS**

Mrs. Evans read a letter from Patrick Peterson with a report from the first teacher center meeting. Along with other items, there are grant opportunities that the center will be preparing and submitting.

Dr. Stalker reported that the Feasibility Committee met earlier. The EPC project has been approved by SED. We will begin in October/November on the project. There was also discussion at the committee meeting with regard to capital projects and maintenance items.

13-73            **EPC UPDATE**

Discussed during Committee Reports.

13-74            **RECONFIGURATION K2, 3-5**

Mrs. Davis asked the board for final direction in this effort. There is a considerable amount of required reporting and a tight timeline if the board wants to move in this direction. Mr. Allen commented that we have visited this item several times over the past six years. Our enrollment is declining and we need to make a decision. Mrs. McGahey surveyed the board and based on enrollment declines, Common Core needs and more

balanced class sizes, it was a consensus for the district to move forward and prepare for the reconfiguration for the fall 2014.

13-75 **SCHOOL MESSENGER DISCUSSION**

Mrs. Davis reported that School Messenger was implemented to replace our Global Connect Emergency System. There has been a few glitches. We are working to alleviate the problems on an individual basis. There has been a lot of changes in our software since some programs have been discontinued this year. School Messenger has been sending out cafeteria notices as well as attendance notifications. Our teachers will need to adjust to the system to be sure that accurate attendance information is in the system on time.

13-76 **APPR COMPOSITE SCORES/DRAFT POLICY REVIEW**

Superintendent Davis reviewed the draft policy and suggest having a policy in effort to refer to. The board discussed the policy. Mrs. Boris asked that we contact SED for clarification on specific items in the policy to be sure that Labor Relations hasn't over-interpreted some items. Mrs. McGahey and Mr. Allen will be attending the NYSSBA conference and they would like to have a response so they may network and follow through on procedures. Mrs. Davis will contact SED and bring a response to the next meeting. The policy will be brought back for action at that time.

13-77 **BOARD OF EDUCATION GOALS**

Mrs. Davis reviewed and compared the old board goals to the proposed new goals. The specific assessments were removed from the goals and replaced with the reference to the APPR plan which is board approved. Mrs. Boris asked what assessments are referred to in the APPR. Mrs. Davis responded with STAR, BOCES, MVCC, Regents, NYS Assessments. She also noted that as time goes on the APPR will change as assessments change. The goals will be brought back to the next meeting for approval.

Mrs. Davis also noted that Mrs. Nowicki will present testing data at the next board meeting.

13-78 **BILL SCHEDULES**

Mrs. Evans made the motion, seconded by Mr. Allen, to accept for payment bill schedule #1 General Fund in the amount of \$196,989.54, for the period ending September 18, 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 #1 School Lunch in the amount of \$10,920.33, for the period ending September 18, 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 #1 Federal Funds in the amount of \$9,678.87, for the period ending September 18, 2013 and make it a matter of record.

Yes – 5  
No – 0 Motion Carried

13-79 **TREASURER’S REPORT**

Karen Evans made the motion, seconded by Richard Allen to accept the Treasurer’s Report for the period ending August 31, 2013 and made a matter of record.

Yes – 5  
No – 0 Motion Carried

13-80 **REMOVE FROM CONSENT**

Karen Evans made the motion, seconded by Richard Allen to remove Item II (15) - Appointments, from consent for discussion in Executive Session.

Yes – 5  
No - 0 Motion Carried

- 13-81 **2013-14 BUDGET CALENDAR (FISCAL YEAR 2014-15)**
- APPROVAL OF LEASE OF BUS**
- APPROVAL OF TAX REFUND/CORRECTIONS**
- APPROVAL OF 2013-14 TRANSPORTATION REQUEST**
- 2013-14 AGREEMENT FOR CURRICULUM & TRAINING CONSULTATION SERVICES – REBECCA PISANI**
- 2013-14 DIGNITY ACT COORDINATOR APPOINTMENT**
- RESIGNATIONS**
- AMENDED PAY FOR SUMMER WORK**
- 2013-14 COACHING & VOLUNTEER APPOINTMENT**
- 2013-14 CO-CURRICULAR APPOINTMENT**

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

Approve the 2013-14 Budget Calendar for the Fiscal Year 2014-14.

Approve the Rental Agreement with New York Bus Sales, LLC of one bus for the period September 1 – November 1, 2013 at no cost to the district.

Approve the following Tax Refunds and Corrections:

Owner Name	Town	Tax map ID	Original/Corrected	Assessment	2012-13 Tax Rate	STAR Exemption	Tax	Correction
Joseph & Joyce LoCash	Trenton	248.000-1-16.81	Original	\$73,200	30.1144		\$2,204.37	
			Corrected	\$73,200	30.1144	\$1,164.00	\$1,040.37	\$1,040.37
<b>Library Taxes</b>								
Joseph & Joyce LoCash	Trenton	248.000-1-16.81	Original	\$73,200	0.0773		\$5.66	
			Corrected	\$73,200	0.0773		\$5.66	\$5.66

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

Child 1                      Ms. Lani Hale                      Rome Catholic School  
 6832 Whaley Avenue  
 Ava, NY 13303

Approve the Agreement for Curriculum & Training Consultation Services for Rebecca Pisani for the period September 4, 2013-August 31, 2014 at a rate of \$30.00 per hour not to exceed \$15,000.

Appoint Mary Beth Piejko as a 2013-14 Dignity Act Coordinator, which requires intensive training and reporting required by law, at a stipend of \$1,000.

Approve the request of Dean Brown to resign from his position of teacher aide effective September 1, 2013 pending his appointment to the position of teacher assistant.

Approve the request of Dorothy Evans to resign from her position of music teacher effective September 1, 2013.

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

Coach/Volunteer	Sport		%	Salary
Andrews, Douglas	Spring Strength	3 + 2% longevity	5	\$1,575.15

Approve that William Morotti be paid his per diem rate for an additional five (5) days in the summer with a total not to exceed 15 days.

Approve that Dana Dornburgh be paid his per diem rate for an additional one (1) day in the summer with a total not to exceed 21 days.

Approve the following 2013-14 Co-Curricular appointments:

High School Play Director (Spring)                      \$2,205.21                      Karen Corigliano

No - 0 Motion Carried

13-82

**2013-14 COACHING & VOLUNTEER APPOINTMENT (additional)**  
**2013-14 CO-CURRICULAR APPOINTMENT (additional)**

Karen Evans made the motion, seconded by Richard Allen to appoint the following for the 2013-14 school year:

Community Volunteer-EMT for JV Games	no cost	Paul Smyth
Co-Curricular - Elementary Home Instruction Teacher	\$31.50/hr.	Laura Carroll

Yes – 5  
 No - 0 Motion Carried

13-83

**ENCLOSURES**

1. Thank you memo to staff from Mrs. Davis, Superintendent of Schools, for summer work getting ready for the opening of school.
2. News article entitled “2% Tax Cap Gone; It’s Now 1.66%.”
3. 2013-2016 Calendar from Bernard P. Donegan
4. School Boards Institute 2013-14 Schedule of General Membership Meetings
5. Email from Brown & Brown with information regarding Health Care Reform Compliance Clarification
6. School Boards Institute Registration Form for the September 26, 2013 Meeting
7. Article regarding local government having little control over pensions.
8. Parent Letter from the Holland Patent Administrative Team regarding the NYS Assessments results and AIS services.
9. Letter from Ken Slentz, Deputy Commissioner, NYSED, regarding AIS Requirements for the 2013-14 SY.
10. Letter from Ken Wagner, NYSED, dated August 2013, with an update on PARCC.
11. Parent Letter from Mrs. Davis dated September 9, 2013 – School Messenger Notification System
12. Section Load Reports – *Under Separate Cover*

There were no comments on the enclosures.

Mr. Massoud, Athletic Director, in response to an inquiry from Mrs. Evans at the last meeting, handed out information from The Sitrin Concussion Management Specialists. The facility offers baseline testing at a minimal cost to families.

13-84

**EXECUTIVE SESSION**

At 8:35 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. Recommendations by the Committee on Pre School Special Education

- 3. Employment History of Particular People
- 4. Legal Issue - Medicaid

Yes – 5  
 No – 0 Motion Carried

At 9:00 p.m. the Board returned to open session.

13- 85      **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

13-86      **RECOMMENDATIONS MADE BY THE COMMITTEE ON PRE SCHOOL SPECIAL EDUCATION**

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

Yes – 5  
 No – 0 Motion Carried

13-87      **APPOINTMENTS**

Approve the following substitute teacher appointments, at a per diem rate of Certified \$80 per day; Non-certified \$65 per day effective September 19, 2013:

	<i><u>Certified Rate \$80/day</u></i>	<u>Certified</u>
	<i><u>Non-certified Rate \$65/day</u></i>	
Jakubiec, Timothy	7609 Thomas Circle Stittville, NY 13469	<b>\$80/day</b>
Kupiec, Ann	6866 Trenton Road Barneveld, NY 13304	<b>\$80/day</b>
Perry, Emily	7238 Bunal Blvd. Rome, NY 13440	<b>\$80/day</b>
Warring, Sarah	24 Gateshead Road New Hartford, NY 13413	<b>\$80/day</b>
Zacek, Justin	387 Dover Road Barneveld, NY 13304	<b>\$65/day</b>

Adopt the following resolutions of appointment:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, does hereby appoint **Dean Brown**, 6033 Hemlock Lane, Marcy, New York 13403, to the position of teacher assistant, for a probationary period of three (3) years to commence on September 1, 2013 and to expire on August 31, 2016 AND BE IT FURTHER RESOLVED that Dean Brown be paid on Step 13 (\$21,640) effective September 1, 2013 be approved

BE IT RESOLVED, that the Board of Education, Holland Patent Central School District, at its meeting of September 18, 2013, pursuant to Section 2509 of the Education Law and in compliance with Part 30.3 of the rules of the Board of Regents, upon the recommendation of Kathleen M. Davis, Superintendent of Schools, does hereby appoint Sara Chudow, 14 Virginia Road, Centereach, New York 11720, who holds a New York State Initial Certificate #XXXX131 Music, to the position of music teacher, for a probationary period of three (3) years in the tenure area of Music Education, to commence September 1, 2013 and to expire on August 31, 2016, AND BE IT FURTHER RESOLVED that Sara Chudow be paid on Step A6 (\$34,002) effective September 1, 2013 be approved.

BE IT RESOLVED, that Jessica Chapman, 132 Eastwood Avenue, Utica, New York 13501, be appointed as a long term substitute elementary teacher at Holland Patent Middle School and be paid on B-8 (\$38,137), plus 30 hrs. @ \$66 (\$1,980) for a total salary of \$40,117. This appointment is for the period September 1, 2013 through June 30, 2014.

BE IT RESOLVED, that Emily Perry, 7238 Bunal Blvd., Rome, New York 13440 be appointed as a long term substitute French teacher at Holland Patent High School and be paid on D6 (\$38,581), plus masters (\$800) for a total salary of \$39,381 prorated This appointment is for the period of November 4, 2013 – approximately January 17, 2014.

Based on the review of Cheryl Venettozzi, Assistant Superintendent for Business and Finance, it is the recommendation of Kathleen M. Davis, Superintendent of Schools, to approve the following non instructional substitute effective September 19, 2013 as follows:

**Lisa Dwyer:**

Substitute Clerk	90% of Step 1, \$10.43/hr.
Substitute School Monitor	90% of Step 1, \$9.76/hr.
Substitute School Bus Attendant	90% of Step 1, \$9.76/hr.
Substitute Cleaner	90% of Step 1, \$9.76/hr.
Substitute Food Service Helper	90% of Step 1, \$8.13/hr.
Substitute Library Aide	90% of Step 1, \$9.76/hr.

13-88

**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 9:02 p.m.

The audit committee will meet on October 9, 2013 in the annex conference room at 5:30 p.m.

The next regular board meeting will take place on October 9, 2013 in the annex conference room at 7:00 p.m.

Marie E. Perry  
District Clerk