

**APPROVED MINUTES
HOLLAND PATENT CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
WEDNESDAY, AUGUST 20, 2014
ANNEX CONFERENCE ROOM – 6:00 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 Wednesday, August 20, 2014. Board President, Anne McGahey, called the meeting to order at 6:00 p.m.

MEMBERS PRESENT

Anne McGahey, President
Karen Evans, Vice President
Everett Stalker
Traci Boris
Matthew Milone
Kathleen M. Davis, Superintendent of Schools
Cheryl Venettozzi, Assistant Superintendent
Nancy Nowicki, Assistant Superintendent

ALSO PRESENT

MEMBERS ABSENT

Marie Perry, District Clerk

VISITORS

One

PLEDGE OF ALLEGIANCE

UPCOMING DATES

September 1, 2014	Labor Day
September 2 & 3, 2014	Superintendent's Conference Days
September 4, 2014	First Day for Students
September 9, 2014	Middle School Open House 6:00 p.m.
September 10, 2014	Elementary PTA Meeting 4:00 p.m. – Gen. Wm. Floyd Elementary
September 11, 2014	Guidance Dept. Information Night 6:00 p.m. – High School Auditorium High School Open House 7:00 p.m.
September 12, 2014	Middle School Dance 7-9:00 p.m.
September 16, 2014	Gen. Wm. Floyd Open House 6:00 p.m.

September 17, 2014

Constitution Day

Beginning Instrumental Night
6:00 p.m. – High School Cafeteria

Board of Education Meeting
7:00 p.m. – Annex Conference Room

14-36

VISITORS

Gary Nelson, President, OHM BOCES Board, noted that STEM is being supported by BOCES and there is extensive alignment regionally.

14-37

CORRESPONDENCE

There was no correspondence.

14-38

BOARD FORUM

Mr. Allen reported that he will not be attending the School Board Conference. Mr. Allen asked for an update on combining. Mrs. McGahey reported that a meeting was requested with Remsen, however, at this point, there is no date set up for discussion.

14-39

DISTRICT UPDATE

Mrs. Davis reported that staff development for PLC's (Professional Learning Communities) is going well. Our new phone system has been installed which will be a cost savings to the district. Our new email software has also been installed which will support the additional technology needs of the district. Freshman Seminar has been added as a course at the high school. Mrs. Roberts and Mr. Riemenschneider will be teaching the class.

The board discussed the elimination of the crossing guard by the village. The bigger issue is student safety. Mr. Allen said he would reach out to the village and see if any concession can be made.

14-40

COMMITTEE REPORTS

Mrs. Davis reported that Moore & Hart will not be continuing to service the district. The district is in the process of receiving RFP's for the service. The Audit Sub Committee will remain the same if approved. Mr. Allen is now representing the board on the committee. Mrs. Boris felt that the committee is working and everyone is very involved and has put in a lot of time. Dr. Stalker also agreed that the committee is working, however, feels that they are going beyond the scope of the committee's responsibilities.

14-41

REQUEST FOR BUSSING

Karen Evans made the motion, seconded by Richard Allen to approve transportation as requested for the following:

Child

Mrs. Jean Yocum

PO Box 23
9097 Main Street, Lot 9
Stittville, NY 13469

Yes – 5

No - 0 Motion carried

14-42

TAX WARRANT/LEVY

Karen Evans made the motion, seconded by Richard Allen to adopt the following resolution for the tax warrant/levy:

WHEREAS: Chapter 73 of the Laws of 1977, amended §1318, subdivision 1 of the Real Property Tax Law; and

WHEREAS: shall state the amount of unexpended surplus funds in the custody of the board and shall further state that except as authorized or required by law, such unexpended surplus funds have been applied in determining the amount of the school tax levy

WHEREAS: this latter amount may be held as surplus funds during the current school year; now therefore

BE IT RESOLVED: that the Board of Education retain as surplus funds \$1,937,138 from the total unreserved fund balance of \$5,826,341 thereby applying \$2,250,000 to the reduction of the tax levy. (The fund balance is unaudited at this time.)

BE IT ADDITIONALLY RESOLVED AS FOLLOWS:

To the collector of Holland Patent Central School District – Town of Trenton et. al. Counties Oneida – Herkimer New York State.

You are hereby commanded:

1. To give notice and start collection on September 2, 2014. (In accordance with the provisions of §1322 of the Real Property Tax Law).
2. To give notice that tax collection will end on November 6, 2014.
3. To collect taxes in the total sum of \$11,915,353 less the STAR exemption amount in the same manner that collectors are authorized to collect town and county taxes in accordance with the provisions of §1318 of the Real Property Tax Law.
4. To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the board of education. The board may recall its warrant and tax roll for correction of errors or omissions in accordance with the provisions of §553 and §556 of the Real Property Tax Law.
5. To forward by mail to each owner of real property listed on the tax rolls within

ten days after the start of collection a statement of taxes due on his/her property on press-numbered tax bill forms provided by the school district in accordance with the provisions of §922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels for taxes on the school tax rolls in accordance with provisions of §540 and §544 of the Real Property Tax Law.

6. To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to add three percent interest penalties to all taxes collected during any part of the third month of the tax collection period and to account for such sums as income due to the school district.
7. To issue press-numbered receipts only on forms provided by the school district in acknowledgment of receipt of payments of taxes and to retain, preserve and file exact carbon copies of all such receipts issued as required by §986 of the Real Property Tax Law and amended by Chapter 680 effective 1/1/95.
8. To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts remaining uncollected as required by §1330 of the Real Property Tax Law.

The warrant is issued and delivered in accordance with §1306 and §1318 of the Real Property Tax Law. It is effective immediately after it is properly signed by a majority of the board of education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with §1318, subdivision 3 of the Real Property Tax Law.

RESOLUTION TO CONFIRM TAX ROLLS AND AUTHORIZE TAX LEVY

August 20, 2014

WHEREAS the Board of Education has been authorized by the voters at the Annual School meeting to raise the current budget of the 2014-15 school year a sum not to exceed \$29,958,847;

THEREFORE, BE IT RESOLVED, that the board fix the equalized tax rates by towns and confirm the extension of the taxes as they appear on the following tax roll:

Name of Town	Total Assessed Valuations by Town	Equalized Tax Rate by Towns	Total Tax Levy by Towns
Deerfield	\$586,773	16.30%	\$79,363.70
Floyd	131,386,306	100.00%	2,896,606.52
Marcy	42,670,072	79.00%	1,190,791.39
Remsen	852,225	57.00%	32,962.40
Steuben	25,728,369	100.00%	567,220.16
Trenton	193,838,120	72.00%	5,935,346.72
Western	25,869,807	58.25%	979,121.66
Russia	10,611,235	100.00%	233,940.46

Totals:	\$431,542,907	--	\$11,915,353.00
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AND BE IT HEREBY DIRECTED THAT the tax warrant of this board, duly signed shall be affixed to the above-described tax rolls authorizing the collection of said taxes to begin 9/2/14 and end 11/6/14 giving the tax warrant an effective period of 65 days at the expiration of which time the tax collector shall make an accounting in writing to the board;

AND IT IS FURTHER DIRECTED THAT the delinquent tax penalties shall be fixed as follows:

- 1st month free period,
- 2nd month interest of 2 percent added,
- 3rd month or fraction thereof, interest of 3 percent added.

Yes – 5

No - 0 Motion carried

14-43 **APPOINTMENT OF AUDIT COMMITTEE**

Karen Evans made the motion, seconded by Richard Allen, to adopt the following resolution to appoint members of the Audit Sub Committee for the 2014-15 school year:

BE IT RESOLVED that the audit committee membership include the following for the 2014-15 school year: Chris Bulson, Scott McCartney, Lydia Kelly, Lisa Iselo, Mark Kennedy and Board Members – Traci Boris & Richard Allen.

14-44 **PULLED FROM CONSENT**

Karen Evans made the motion, seconded by Richard Allen to pull Item 11 & 12 Appointments & Coaching Appointments for discussion in executive session.

Yes – 5

No – 0 Motion Carried

14-45 **APPROVAL OF CHANGE ORDER AA-01**
APPROVAL OF POLICY
APPROVAL OF 2014-15 SITRIN HEALTH CARE CENTER AGREEMENT
APPROVAL OF CONTRACT WITH CLINTON THERAPY & TESTING CENTER
APPROVAL OF UCP CONTRACT
RESOLUTION FOR THE CERTIFICATION OF LEAD EVALUATOR RESIGNATION

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

Approve Change Order AA-01, Bronze Contracting, LLC, increasing the Asbestos Abatement Sum by \$12,025.00.

Approve Policy #6031.1, Superintendent’s Regulation, Plain Language Summary – Code of Conduct effective August 21, 2014.

Approve the agreement with the Sitrin Health Care Center for the period of September 1, 2014 through June 30, 2015.

Approve the contract with Clinton Therapy & Testing Center for the 2014-15 school year.

Approve the contract with United Cerebral Palsy (UCP) for the 2014-15 school year.

Adopt the following resolution for the Certification of Lead Evaluator effective August 20, 2014:

WHEREAS, the Board of Education has been provided evidence that **Kathleen M. Davis, Superintendent of Schools**, has completed training which meets the requirements of § NYCRR 30-2.9 and the Holland Patent Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of administrators, therefore

BE IT RESOLVED, that **Kathleen M. Davis, Superintendent of Schools** be certified as a Lead Evaluator of administrators.

Approve the request of Marina Angelicola to resign from her teacher assistant position effective August 11, 2014.

Yes – 5
No – 0 Motion Carried

14-46 **EXECUTIVE SESSION**

At 6:30 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 Pre-School Special Education
2. Recommendations by the Committee on Special Education
3. Employment History of Particular People

Yes – 5
No – 0 Motion Carried

At 6:35 p.m. the Board entered executive session.

At 6:48 p.m. the Board returned to open session.

14-47 **APPOINTMENTS**

Karen Evans made the motion, seconded by Richard Allen, to adopt the following resolutions of appointment:

BE IT RESOLVED, that the Board of Education, Holland Patent Central School District, 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 **Joshua Darrow**, PO Box 293, 103 Boon Street, Barneveld, New York 13304, to the position of teacher assistant, for a probationary period of three (3) years to commence on September 1, 2014 and to expire on August 31, 2017 AND BE IT FURTHER RESOLVED that Joshua Darrow be paid on Step 9 (\$19,007) plus .15% Bachelors degree (\$2,573.55) for a total salary of \$21,580.55 be approved as outlined in the agreement between the Holland Patent Teachers Association and the Superintendent of Schools, dated July 1, 2008 or as outlined in any modified, amended or successor agreement.

BE IT RESOLVED, that the Board of Education, Holland Patent Central School District, 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 **Jordan Hadsell**, 8972 Lakeview Drive, Rome, New York 13440, to the position of teacher assistant, for a probationary period of three (3) years to commence on September 1, 2014 and to expire on August 31, 2017 AND BE IT FURTHER RESOLVED that Jordan Hadsell be paid on Step 9 (\$19,007) plus .15% Bachelors degree (\$2,573.55) and 23 hrs. @ \$66 (\$1,518) for a total salary of \$23,098.55 be approved as outlined in the agreement between the Holland Patent Teachers Association and the Superintendent of Schools, dated July 1, 2008 or as outlined in any modified, amended or successor agreement.

BE IT RESOLVED, that **Amy Piaschyk**, 9410 Starr Hill Road, Remsen, New York 13438, be appointed as a long term substitute Teacher Assistant at Holland Patent Central School and be paid on Step 11 (\$20,241) plus .15% Bachelors degree (\$2,574) plus 33 hours (\$2,178) for a total salary of (\$24,996) prorated. The appointment is for the period of September 1, 2014 – approximately December 14, 2014 be approved.

BE IT RESOLVED, that **Kyle Pumilio**, 63 West North Street, Ilion, NY 13357, be appointed as a long term substitute Art Teacher at Holland Patent Central School and be paid on Step A5 (\$32,752) prorated. The appointment is for the period of September 1, 2014 – approximately December 14, 2014 be approved.

BE IT RESOLVED, that the Board of Education, Holland Patent Central School District, 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 **Kyle Pumilio**, 63 West North Street, Ilion, NY 13357, to the position of teacher assistant starting on December 15, 2014 for a probationary period of three (3) years to commence on December 15, 2014 and to expire on December 14, 2017 AND BE IT FURTHER RESOLVED that Kyle Pumilio be paid on Step 8 (\$18,391) plus .15% Bachelors degree (\$2,574) for a

total salary of \$20,965 prorated be approved as outlined in the agreement between the Holland Patent Teachers Association and the Superintendent of Schools, dated July 1, 2008 or as outlined in any modified, amended or successor agreement.

Approve the following substitute teacher appointment, at a per diem rate of Certified \$80 per day; Non-certified \$65 per day effective August 21, 2014:

Victoria Fornino	\$80/day Certified
126 Powell Avenue	
Whitesboro, NY 13492	

Approve the appointment of **Frederick Herringshaw**, 8679 State Route 365 B, Stittville, NY 13469, to the position of Bus Driver, 5 hours 5 minutes, at a rate of \$17.13 per hour and for a probationary period of 26 weeks effective August 21, 2014.

Approve the increase in hours for the following bus drivers effective August 21, 2014:

Roberta Smith	Route Change to 5 hours 0 min. per day
8670 Soule Road	
Holland Patent, NY 13354	

William Healey	Route Change to 5 hours 0 min. per day
33 Mapledale Acres	
Barneveld, NY 13403	

Approve the following non instructional substitute effective August 21, 2014:

Substitute School Bus Attendant, 90% of Step 1, \$9.89 per hour

Frederick M. Brown
8549 Price Road
Holland Patent, NY 13354

Yes – 5
No – 0 Motion Carried

14-48 **2014-15 COACHING & VOLUNTEER APPOINTMENTS**

Karen Evans made the motion, seconded by Richard Allen, to approve the following coaching & volunteer appointments for the 2014-15 school year:

Coach	Sport		%	Salary
Josh Darrow	Soccer	Boys JV	5.5%	\$1,732.67
Kimberly Kelley	Soccer	Boys Modified	4%	\$1,260.12
Nancy Nowicki	Tennis	Girls Varsity	8%	\$2,520.24
Robert Chmielewski	Cross Country	Boys/Girls Modified	6%	\$1,890.18
David Rossi	Football	Mod. FB Assistant	4%	\$1,260.12
Paul Smyth	Volunteer EMT			n/a

14-49 **RECOMMENDATIONS BY THE COMMITTEE ON PRE-SCHOOL SPECIAL EDUCATION**

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

Yes – 5
No – 0 Motion Carried

14-50 **RECOMMENDATIONS BY THE COMMITTEE ON SPECIAL EDUCATION**

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

Yes – 5
No – 0 Motion Carried

14-51 **ENCLOSURES**

1. School Boards Institute Calendar 2014-15 Training & Development
2. School Boards Institute Calendar 2014-15 General Membership & Executive Committee meetings & topics
3. Letter from Senator Joseph Griffo with regard to grant money
4. Opening of School Memo to staff from Superintendent Davis

There were no comments on the enclosures.

14-52 **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 6:52 p.m.

The next regular meeting will take place on Wednesday, September 17, 2014 in the annex conference room at 7:00 p.m.

*Kathleen Davis
Acting Clerk*