

**APPROVED MINUTES
HOLLAND PATENT CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
WEDNESDAY, JUNE 15, 2016
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 Wednesday, June 15, 2016, Anne McGahey, President, called the meeting to order at 7:00 p.m.

MEMBERS PRESENT

Anne McGahey, President
Richard Allen
Everett Stalker
Lydia Berez Kelly
Julia Rabbia, Student Rep.

Kathleen M. Davis, Superintendent of Schools
Nancy Nowicki, Assistant Superintendent
Cheryl Venettozzi, Assistant Superintendent
Marie Perry, District Clerk

MEMBERS ABSENT

Karen Evans, Vice President

VISITORS

10

PLEDGE OF ALLEGIANCE

UPCOMING DATES

June 16, 2016	Booster Club Meeting 7:30 p.m. – High School Library
June 14-21, 2016	Regents Testing Days
June 21, 2016	Grade 5 Moving Up Day
June 22, 2016	Last day for students (1/2 day)
June 23, 2016	Last day for teachers
	Graduation Rehearsal 9:30 a.m.
	Regents Rating Day
	Senior Ball 7-11:00 p.m.
June 25, 2016	Graduation 10:00 a.m. – Village Park

July 4, 2016

Holiday

July 12, 2016

Board of Education Reorganizational
& Regular Meeting
6:00 p.m., Annex Conference Room15-371 **DISTRICT UPDATE**

The district was presented, at an earlier date, with a plaque it's support of the Ride for Missing Children.

15-372 **RECOGNITION OF STUDENT ON SCHOOL BOARD**

Dr. Davis presented a plaque to Julia Rabbia, student board member to thank her for doing a fabulous job this year. Mrs. McGahey added a thank you on behalf of the board. We appreciate the time devoted to attending meetings along with other school activities. Julia's membership was very much appreciated. Julia thanked the board and commented that she has learned so much over the year. She will be attending Mercy College studying International Business and Chinese.

15-373 **VISITORS**

Mr. Massoud, Middle School Principal, addressed the board to thank them for their consideration of increased staffing at the middle school. The administrative team is pleased to have them join our team.

Mr. Haier, HPTA President, addressed the board regarding the Retirement Incentives. He thanked them for their consideration to make the incentive more competitive and into contracts for the future. He also thanked the board for their staffing considerations.

15-374 **APPOINTMENT OF SUPERINTENDENT**

Mrs. McGahey announced that the board had finalized the hiring process for a new superintendent and employment agreement. Mr. Allen commented that he was pleased in how the board came together to review the plethora of qualified candidates. Members thanked Anne for the many hours spent on the process and thanked community and staff for their input.

Richard Allen made the motion, seconded by Everett Stalker, to appoint Jason Evangelist to the position of Superintendent of Schools effective January 1, 2017.

Yes - 4

No - 0 Motion carried

Mrs. McGahey announced that Mrs. Evans was unable to attend the meeting due to family health, however, she supports the appointment of Mr. Evangelist.

The board congratulated and introduced Mr. Evangelist. Mr. Evangelist was honored and thanked the board for their support. He introduced his family who were in attendance at the meeting. He looks forward to being here and continuing all the great things going on.

15-375 **CAPITAL PROJECT UPDATE**

Jim Fawcett and Jack Roepnack updated the board on the status of capital project work.

15-376 **LEAD TESTING**

Mr. Joe Mueller, OHM BOCES Safety Office, addressed the board in regards to lead testing in school buildings. There is no mandate at the present time, however, districts are able to take advantage of reimbursement through state aid if tests are performed before June 30th. The testing will be compliant with future anticipated mandates. Following the discussion, the board voted on the following.

Richard Allen made the motion, seconded by Everett Stalker to move forward with OHM BOCES testing all sources for lead contamination before the end of the school year.

Yes – 4
No - 0 Motion carried

15-377 **APPROVAL OF MINUTES**

Richard Allen made the motion, seconded by Lydia Berez Kelly to approve the minutes of the Board of Education regular meeting on:

Emergency Meeting – May 24, 2016
Regular Meeting – June 1, 2016 (with amendment)

The board president requests that the minutes of June 1, 2016 be amended to reflect that Policy #8352.b-Notification of Retirement, Instructional and Policy #8352.c-Notification of Retirement, Non-Instructional be abolished for the 2016-17 school year (9/1/16-6/30/17).

Yes – 4
No - 0 Motion carried

15-378 **CORRESPONDENCE**

There was no correspondence.

15-379 **BOARD FORUM**

Mr. Allen requested that Item #16 – Approval of Executive Meeting Agreement with Turning Stone Resort be pulled from consent for discussion.

15-380 **COMMITTEE REPORTS**

There were no committee reports.

15-381 **GRADUATION LINE UP**

The board reviewed and made their requests for distribution of diplomas for graduation

15-382 **SUBSTITUTE TEACHERS**

The board discussed the status of substitute teachers in the district. Following discussions, a vote was taken. Also the board will be reviewing the Substitute Teacher policy at the committee level to reflect their decisions.

Richard Allen made the motion, seconded by Everett Stalker to increase substitute teacher pay for the 2016-17 school year as follows: Retired Teacher (\$115 per day); Certified Substitute Teacher (\$100/day; increased to \$110 after working 40 days in the district); and Uncertified Substitute Teacher (\$75/day; increased to \$85 after working 40 days in the district).

Yes – 4
No - 0 Motion carried

15-383 **BILL SCHEDULES**

Richard Allen made the motion, seconded by Everett Stalker, to accept for payment bill schedule #17, General Fund in the amount of \$63,903.71, for the period ending June 15, 2016 and make it a matter of record.

Yes – 4
No - 0 Motion carried

Richard Allen made the motion, seconded by Everett Stalker, to accept for payment bill schedule #15 School Lunch Fund in the amount of \$9,198.20, for the period ending June 15, 2016 and make it a matter of record.

Yes – 4
No - 0 Motion carried

Richard Allen made the motion, seconded by Everett Stalker, to accept for payment bill schedule #14, Federal Funds in the amount of \$89.00, for the period ending June 16, 2016 and make it a matter of record.

Yes – 4
No - 0 Motion carried

Richard Allen made the motion, seconded by Everett Stalker, to accept for payment bill schedule #15, Capital Project in the amount of \$10,240.00, for the period ending June 16, 2016 and make it a matter of record.

Yes – 4
No - 0 Motion carried

15-384 **APPROVAL OF TAX REFUND/CORRECTION**

Richard Allen made the motion, seconded by Everett Stalker, to approve the following Tax Refunds and Corrections:

Owner Name	Town	Tax Map ID	Original/Corrected	Assessment	2015-16 Tax Rate	STAR Exemption	Tax	Correction	Refund
School Taxes									
Kimberly Oaks	Barneveld	194.015-16	Original	\$57,200	31.746942		\$1,815.93		
			Corrected	\$57,200	31.746942	\$605.00	\$1,210.93	\$605.00	\$605.00
Library Taxes									
Kimberly Oaks	Barneveld	194.015-16	Original	\$57,200	4.46		\$4.46		
			Corrected	\$57,200	4.46		\$4.46		

- 15-385 **APPROVAL OF AGREEMENT FOR COLLECTION OF TAXES – ADIRONDACK BANK**
APPROVAL OF CHANGE ORDER/ALLOWANCE AUTHORIZATION
APPROVAL OF OMNI SERVICE AGREEMENT FEE SCHEDULE FOR THE 2016-17 SCHOOL YEAR
AMENDED MEMORANDUM OF AGREEMENT – FOUR DAY WORK WEEK – HPA A
AMENDED MEMORANDUM OF AGREEMENT – FOUR DAY WORK WEEK – ASSISTANT SUPERINTENDENTS
APPROVAL OF AGREEMENT FOR PHYSICIAN’S SERVICES
APPROVAL OF 2016-17 SITRIN HEALTH CARE CENTER AGREEMENT
APPROVAL OF 2016-17 SLOCUM-DICKSON ATHLETIC TRAINER AGREEMENT
APPROVAL OF CONTRACT WITH MOHAWK VALLEY HEALTH SYSTEM
APPROVAL OF CONTRACT WITH CLINTON THERAPY & TESTING CENTER
APPROVAL OF 2016-17 CDEP PLAN
APPROVAL OF 2016-17 APPR PLAN
APPROVAL OF 2016-17 PROFESSIONAL DEVELOPMENT PLAN (PDP)
APPROVAL OF 2016-17 GIFTED AND TALENTED PLAN
REQUEST FOR USE OF BUS
TEXTBOOK APPROVAL
ATHLETIC COMBINING – WRESTLING
PAY FOR UNUSED VACATION DAYS
LEAVES OF ABSENCE
APPOINTMENTS
APPROVAL OF AGREEMENT & APPOINTMENT FOR TAX COLLECTOR
SUMMER BUS BID AWARDS
2016-17 COACHING/VOLUNTEER APPOINTMENTS
TENURE RECOMMENDATION

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

Approve the Agreement for collection of taxes with Adirondack Bank for the period July 1, 2016 – June 30, 2018.

Approve the following Change Order/Allowance Authorization:

EC06-05

SC Spencer Electric, Inc. contract – no change \$5,086.47 allowance authorization

Approve the Omni Service Agreement Fee Schedule for the 2016-17 School Year.

Approve the amended Agreement for HPAA members with regard to the four day work week for the period July 11, 2016 – August 26, 2016.

Approve the amended Agreements for Nancy Nowicki, Assistant Superintendent of Curriculum & Instruction, and Cheryl Venettozzi, Assistant Superintendent of Business & Finance with regard to the four day work week for the period July 11, 2016 – August 26, 2016.

Approve the agreement for Physician’s Services for the 2016-2017, 2017-2018, and 2018-2019 school years.

Approve the 2016-17 Sitrin Health Care Center Agreement

Approve the 2016-17 Slocum-Dickson Athletic Trainer Agreement.

Approve the contract with Mohawk Valley Health System for the 2016-17 school year.

Approve the contract with Clinton Therapy & Testing Center for the 2016-17 school year.

Approve the 2016-17 CDEP Plan.

Approve the 2016-17 APPR Plan.

Approve the 2016-17 Professional Development Plan (PDP).

Approve the 2016-17 Gifted and Talented Plan.

Approve the request from the Singing Hills Seniors Citizens, sponsored and under the direction of the Trenton Town Board, for the use of a school bus on July 25, 2016, August 22, 2016, and September 26, 2016 to the Oneida area to visit the Turning Stone Casino.

Approve the use of the textbook: *Tonal Harmony* – 7th Edition published by McGraw-Hill for AP Music Theory.

Approve the request of the Sauquoit Valley Central School District to combine in wrestling for the 2016-17 school year, at no cost to the district.

Adopt the following resolutions to exchange unused vacation leave days in accordance with employment agreements as noted:

RESOLVED, the Board of Education of the Holland Patent Central School District approves **Dennis Geer**, Supt. of Buildings & Grounds, to exchange five (5) unused vacation leave days in accordance with his employment agreement for the 2015-16 school year effective July 1, 2016.

RESOLVED, the Board of Education of the Holland Patent Central School District approves **Russell Stevener**, High School Principal to exchange five (5) unused vacation leave days in

accordance with the HPAA contract for the 2015-16 school year effective July 1, 2016.

RESOLVED, the Board of Education of the Holland Patent Central School District approves **James DeAngelo**, Holland Patent Elementary School Principal to exchange five (5) unused vacation leave days in accordance with the HPAA contract for the 2015-16 school year effective July 1, 2016.

RESOLVED, the Board of Education of the Holland Patent Central School District approves **Kristin Casab**, Gen. Wm. Floyd Elementary School Principal to exchange five (5) unused vacation leave days in accordance with the HPAA contract for the 2015-16 school year effective July 1, 2016.

RESOLVED, the Board of Education of the Holland Patent Central School District approves **Lisa Gentile**, High School Assistant Principal/Athletic Director to exchange five (5) unused vacation leave days in accordance with the HPAA contract for the 2015-16 school year effective July 1, 2016.

RESOLVED, the Board of Education of the Holland Patent Central School District approves **Mary Beth Piejko**, CSE Chairperson to exchange five (5) unused vacation leave days in accordance with the HPAA contract for the 2015-16 school year effective July 1, 2016.

RESOLVED, the Board of Education of the Holland Patent Central School District approves **Andrew Massoud**, Middle School Principal to exchange five (5) unused vacation leave days in accordance with the HPAA contract for the 2015-16 school year effective July 1, 2016.

RESOLVED, the Board of Education of the Holland Patent Central School District approves the Assistant Superintendent for Business and Finance, **Cheryl Venettozzi**, to exchange ten (10) unused vacation leave days in accordance with Amendment #2, Section 20 - Vacation Leave of her contract (15-16 school year) effective July 1, 2016.

RESOLVED, the Board of Education of the Holland Patent Central School District approves the Assistant Superintendent for Curriculum and Instruction, **Nancy Nowicki**, to exchange ten (10) unused vacation leave days in accordance with Amendment #2, Section 19 - Vacation Leave of her contract (15-16) school year) effective July 1, 2016.

RESOLVED, the Board of Education of the Holland Patent Central School District approves the Superintendent of Schools, **Kathleen M. Davis**, to exchange ten (10) unused vacation leave days in accordance with Section 11, (f) of her contract (15-16 school year) effective July 1, 2016.

Approve the request of Jeffery Palmer for a leave of absence without pay on May 24, 2016 (1 day).

Approve a leave of absence without pay for Alicia Roscup on June 2, 2016 (1/2 day) and May 26, 2016 (1/2 day) for a total of one day.

Approve the request of Michelle Sreca for an amended leave of absence without pay for the period May 30, 2016 through June 30, 2016.

Accept the request of Emily Kalwara to resign from her position as mathematics teacher effective August 31, 2016.

Approve the request of Donna Grems for a leave of absence from her position as Health Insurance Coordinator (part time, Office Specialist I) pending her appointment as substitute Confidential Secretary to the District Superintendent effective August 31, 2016.

Adopt the following resolutions of appointment:

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 Dr. Kathleen M. Davis, Superintendent of Schools, does hereby appoint **Kelly Sanderson**, 7328 California Road, Deansboro, New York, who holds a New York State Permanent Certificate #xxxxxxx in Mathematics Grades 7-12, to the position of mathematics teacher, for a probationary period of four (4) years in the tenure area of Mathematics Grades 7-12 Education, to commence September 1, 2016 and to expire on August 31, 2020, (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012³ of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time. **AND BE IT FURTHER RESOLVED** that Kelly Sanderson be paid on Step C-18 (\$54,554) effective September 1, 2016.

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 **Judith Lux**, 6945 Fox Road, Marcy, New York, to the position of teacher assistant, for a probationary period of four (4) years to commence on September 1, 2016 and to expire on August 31, 2020 **AND BE IT FURTHER RESOLVED** that Judith Lux be paid on Step 6 (\$18,206) effective September 1, 2016.

Approve the following non-instructional substitute effective June 16, 2016 as follows:

Substitute Food Service Helper, 90% of Step 1, \$9.00 hr.

Substitute Cleaner, 90% of Step 1, \$9.98/hr.

Timothy Dayhuff
7495 Camroden Road
Rome, NY 13440

Approve the appointment of Donna Grems as a substitute, as needed, in the position of Confidential Secretary to the District Superintendent and Deputy District Clerk effective June 16, 2016 – August 30, 2016 at a rate of \$26.00/hr. effective June 16, 2016.

Approve the appointment of Donna Grems as a full time substitute Confidential Secretary to the District Superintendent effective August 31, 2016 – February 28, 2017 at a salary of \$54,062.00 (prorated). Health insurance will at the active rate during this period.

Approve the appointment of Donna Grems as the District Clerk effective August 31, 2016 – February 28, 2017 at a salary of \$3,745.00 (prorated).

Approve the agreement and appointment of Kathleen McGahey as tax collector (account clerk typist) for the 2016-17 school year at a stipend of \$1,000 as an additional duty.

Approve the following summer bus bid awards at their 2016-17 contract rate per hour, for the period as specified:

Peter Schram	Summer Bus Rte. #1, driver	3 hrs. per day	7/5-8/12/16
Mark Thackrah	Summer Bus Rte. #2, driver	3 hrs. per day	7/5-8/12/16
Brenda Carnright	Summer Bus Rte. #3, driver	3 hrs. per day	7/5-8/12/16
Evelyn Mierek	Summer Bus Rte. #4, driver	3 hrs. per day	7/5-8/12/16
William Bailey	Summer Bus Rte. #5, driver	3 hrs. per day	7/5-8/19/16
Eric Bulger	Summer Bus Rte., aide	3 hrs. per day	7/5-8/12/16
Amber Coffin	Summer Bus Rte., aide	3 hrs. per day	7/5-8/12/16
Renee Hughes	Summer Bus Rte., aide	3 hrs. per day	7/5-8/12/16

Approve the appointment of **Ronald Tefft** as the summer bus cleaner at the rate of 90% of Step 1 - \$10.02/hr, 4 hrs. per day from July 5 – August 12, 2016.

Approve the following coaching appointments for the 2016-17 school year:

Coach	Sport		%	Salary
Mike Baker	Football Volunteer			n/a
Heather Bates	Girls Varsity Field Hockey, Assistant	8% + 1 % longevity	9	\$2,927.25
Brian Briggs	Boys Varsity Football, Head		13	\$4,228.25
Mark Celecki	Girls Varsity Swim, Head	13% + 5%	18	\$5,854.50
Thomas Howard	Football Volunteer			n/a
Renee Morrison	Girls Varsity Field Hockey, Head	11% + 2%	13	\$4,228.25
Scott Parsons	Girls Varsity Tennis		6	\$1,951.50
John Richard	Fall Strength	3% + 1%	4	\$1,301.00
John Williams	Football Volunteer			n/a
John Williams	Summer Strength		2	\$645.04

Adopt the following tenure recommendation.

RESOLVED, based upon the recommendation of Kathleen M. Davis, Superintendent of Schools, that **Bryan Nichols** who holds a Professional New York State certificate #XXXXXX in the area of Physical Education be hereby appointed physical education teacher in the tenure area of Physical Education, in which he will

devote a substantial portion of his time and this appointment is for service on tenure to commence on September 1, 2016.

Yes – 4

No - 0 Motion carried

15-386 **APPROVAL OF EXECUTIVE MEETING AGREEMENT WITH TURNING STONE RESORT**

Richard Allen made the motion, seconded by Everett Stalker to approve the agreement with Turning Stone Resort for the annual administrative professional development workshop scheduled on July 14 & 15, 2016.

Following discussions, it was decided to pull the item from the agenda and another training site will be selected.

Item pulled

15-387 **APPROVAL SUMMER TUTORING**

Richard Allen made the motion, seconded by Everett Stalker to approve 2 sessions per week/2 hours per day for the period July 5 through August 16, 2016 for mathematics regents review.

Yes – 4

No - 0 Motion carried

15-388 **EXECUTIVE SESSION**

Mr. Allen noted that the Principal and Assistant Principal handled the recent situation at the high school very well.

At 8:18 p.m., Richard Allen made the motion, seconded by Everett Stalker, 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. Personnel matter with regard to high school incident

Yes – 4

No – 0 Motion Carried

At 8:35 p.m. the Board entered executive session.

At 9:15 p.m. the Board returned to open session.

15-389 **RECOMMENDATIONS BY THE COMMITTEE ON PRE SCHOOL SPECIAL EDUCATION**

Richard Allen made the motion, seconded by Everett Stalker, to approve the recommendations by the Committee on Pre School Special Education.

Yes – 4
No – 0 Motion Carried

15-390 **RECOMMENDATIONS BY THE COMMITTEE ON SPECIAL EDUCATION**

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

Yes – 4
No – 0 Motion Carried

15-391 **ENCLOSURES**

- **Revised** Minutes of the Annual Election & Budget Vote – May 17, 2016.
- The HPE Update, June 2016, from Holland Patent Elementary Principal DeAngelo.
- Letter from Commissioner MaryEllen Elia regarding Civil Rights issues
- Email from Ferrara Fiorenza regarding CPS
- Utica OD article “Studies Show the Use of Substitute Teachers on the Rise”
- Gen. Wm. Floyd Elementary School June 2016 Newsletter from Principal Casab
- Administrative Structure/Job Descriptions
- Student on School Board 2016-17 information

There were no comments on enclosures.

15-392 **ADJOURNMENT**

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

Yes – 4
No – 0 Motion Carried

Meeting was adjourned at approximately 9:15 p.m.

Next board meeting:

July 12, 2016 - 6:00 p.m. Reorganizational Meeting followed by Regular Meeting
Annex Conference Room

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Marie E. Perry
District Clerk