

**APPROVED MINUTES
HOLLAND PATENT CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
WEDNESDAY, MARCH 16, 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, March 16, 2016, Karen Evans, Vice President, called the meeting to order at 7:00 p.m.

MEMBERS PRESENT

Anne McGahey, President (arrived 7:04 p.m.)
Karen Evans, Vice President
Richard Allen
Everett Stalker
Lydia Berez Kelly
Julia Rabbia, Student Representative

ALSO PRESENT

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

VISITORS

4

PLEDGE OF ALLEGIANCE

POSITIVE THOUGHTS

Principal DeAngelo sent thank you letters to volunteers from the Utica College Men's Ice Hockey team who helped kick off the PARP activities.

Principal Casab sent thank you letters to volunteers from the high school who worked with students on reading, writing and math skills.

Principal Casab sent thank you letters to Mr. & Mrs. Hobin and Mrs. DePalma for assisting with refreshments at the second grade concert.

UPCOMING DATES

March 14 - 28, 2016	Universal PreK Open Period to request packet
March 17, 2016	Boosters Meeting 7:30 p.m.- High School Library
March 18 - 19, 2016	Jr. High All County Utica CSD
March 21-24, 2016	HPE Book Fair
March 22, 2016	Young People's Concert (for HPE Students) High School Auditorium
March 24, 2016	Young People's Concert

(for GWF students)
High School Auditorium

March 25, 2016	Good Friday
April 1-2, 2016	Cabaret 7:00 p.m. - High School
April 5-7, 2016	NYS ELA Testing Grades 3-8
April 6, 2016	Board of Education Meeting 7:00 p.m. – Annex Conference Room
April 11, 2016	Elementary Parent/Teacher Conferences 11:00 a.m. dismissal
April 13-15, 2016	NYS Math Testing Grades 3-8
April 15, 2016	30 week interim “Mr. Holland Patent” 7:00 p.m. – High School Auditorium
April 15-16, 2016	Elementary All County New Hartford CSD
April 18, 2016	Elementary Parent/Teacher Conferences 11:00 a.m. dismissal
April 19, 2016 (Tuesday)	Middle School Character Education Recognition 7:30 a.m. HPE Character Education Recognition Board of Education Meeting (Universal PreK Lottery Draw) 7:00 p.m. – Annex Conference Room

15-250 **APPROVAL OF MINUTES**

Richard Allen made the motion, seconded by Everett Stalker to approve the minutes of the Board of Education regular meetings held on February 24 and March 2, 2016.

Yes – 4
No - 0 Motion carried

15-251 **DISTRICT UPDATE**

Dr. Davis noted that the BOCES annual meeting will be held on April 6, 2016 and asked who may be able to attend the meeting. She also handed out an upcoming change order for the \$5.6 project for the board to review with regard to accessibility at the high school and Holland Patent Elementary.

Mrs. McGahey arrived at 7:04 p.m. The board discussed the superintendent’s search process.

15-252 **VISITORS**

Mr. Haier, HPTA President and community member, Cathy Harter made suggestions to the superintendent search process.

15-253 **CORRESPONDENCE**

There was no correspondence.

15-254 **BOARD FORUM**

Mr. Allen asked about the district's art and music programs. The year seems to be going well with the changes made and hope we can look forward to continuity in the upcoming year.

Mrs. Evans requested that Items 9-Appointments, 10-Bus Bid Award, & 12-Co-Curricular Appointments be pulled from consent for discussion in Executive Session.

Mr. Allen requested that Item 3-Audit Committee be pulled for consent.

Julia Rabbia reported that the new bathrooms at the high school look wonderful.

15-255 **COMMITTEE REPORTS**

Mr. Allen reported that Policy Committee met earlier. A couple of policies are still in review. The rest will be recommended to the board for approval at the next meeting.

15-256 **BILL SCHEDULES**

Karen Evans made the motion, seconded by Richard Allen, to accept for payment bill Schedule #12, General Fund in the amount of \$102,234.02, for the period ending March 16, 2016 and make it a matter of record.

Yes – 5

No - 0 Motion carried

Karen Evans made the motion, seconded by Richard Allen, to accept for payment bill Schedule #10, School Lunch Fund in the amount of \$21,255.95, for the period ending March 16, 2016 and make it a matter of record.

Yes – 5

No - 0 Motion carried

Karen Evans made the motion, seconded by Richard Allen, to accept for payment bill Schedule #9, Federal Funds in the amount of \$18,672.87, for the period ending March 16, 2016 and make it a matter of record.

Yes – 5

No - 0 Motion carried

Karen Evans made the motion, seconded by Richard Allen, to accept for payment bill schedule #10, Capital Project in the amount of \$570,264.90, for the period ending March 16, 2016 and make it a matter of record.

Yes – 5

No - 0 Motion carried

Karen Evans made the motion, seconded by Richard Allen, to accept for payment bill schedule #10, Health Insurance in the amount of \$407,733.17, for the period ending March 16, 2016 and make it a matter of record.

Yes – 5

No - 0 Motion carried

15-257 **TREASURER'S REPORT**

Karen Evans made the motion, seconded by Richard Allen to accept the Treasurer's Report for the period ending January 31, 2016 and made a matter of record.

Yes – 5

No - 0 Motion carried

15-258 **APPOINTMENT OF AUDIT COMMITTEE MEMBERS**

Karen Evans made the motion, seconded by Richard Allen, approve the appointment of the following to serve as members of the Audit Committee effective March 17, 2016:

Mr. Allen commented that these are good candidates and would like to express his appreciation for their commitment to volunteer on the committee.

Ansley Schmitt
10330 Mapledale Road
Holland Patent, NY 13354

KimAnn Inkawhich
9717 Whittaker Road
Holland Patent, NY 13354

Yes – 5

No - 0 Motion carried

15-259 **APPROVAL OF CHANGE ORDER/ALLOWANCE AUTHORIZATION**
REQUEST FOR USE OF BUS
RESOLUTION OF CONDOLENCE
GIFT FROM THE PUBLIC
AMENDED SALARY RECLASSIFICATION
2015-16 ELEMENTARY TUTOR – UNITED WAY GRANT
RESIGNATION FOR REASON OF RETIREMENT

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

Approve the following Change Order/Allowance Authorization:

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 for April 25, 2016, May 23, 2016 and June 27, 2016 to the Oneida area to visit the Turning Stone Casino.

Adopt the following resolution of condolence regarding the passing of former library clerk, Jeannette Bolan:

“The Board of Education of the Holland Patent Central School District records with sorrow the passing of former library clerk, Jeannette Bolan.

RESOLVED, that the Board of Education expresses its sincere sympathy to the family of Jeannette Bolan and that this resolution be spread upon the records of the district and a copy sent to his family.”

Accept the gift from the NBT Bank in the amount of \$100.00 for the lacrosse program.

Approve the following amended salary reclassification effective February 1, 2016:

NAME	FROM STEP	CURRENT SALARY	Eff. 2/2016	TO STEP	NEW SALARY
Chudow, Sarah Music	A-8	\$37,011.00	12 hrs.	A-8	\$37,011.00
				12 hrs. @ \$66	792.00
		\$37,011.00			\$37,803.00

Appoint Heidi Knopp to the position of Elementary Tutor – United Way Grant for 12 weeks (Monday-Thursday), 4 hrs./wk. (3:30 p.m. – 4:30 p.m.) at the rate of \$40.02/hour.

Accept the request of Verna Agen, Mathematics Teacher, to resign for the reason of retirement effective April 12, 2016.

Yes - 5

No - 0 Motion Carried

15-260

ENCLOSURES

- OHM BOCES Safety Office March 2014 Newsletter, “Heads Up on Safety”.
- Letter sent to Rome City School District from the board.
- Letter from Marc Butler, Assemblyman, regarding a request from the district for additional funding.
- Thank you letter from the Foothills Rural Community Ministry for donations made to the Christmas Basket Project.
- Audit Committee meeting minutes, March 2, 2016

There were no comments on enclosures.

15-261

EXECUTIVE SESSION

At 7:30 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 Persons

Yes – 5

No – 0 Motion Carried

At 7:40 p.m. the Board entered executive session.

At 8:45 p.m. the Board returned to open session.

15-262

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

15-263

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

15-264

APPOINTMENTS

Karen Evans made the motion, seconded by Richard Allen, to approve the following non-instructional substitutes effective February 27, 2016, as follows:

Substitute School Bus Attendant (90% of Step 1) \$9.98/hr.

Carol Fallon
7422 Soule Road, Lot 26
Rome, NY 13440

Candace Owen
7487 Route 291
PO Box 47
Stittville, NY 13469

Kathleen Tierno
118 Pine Lane
Boonville, NY 13309

Approve the appointment of **Ronald Tefft**, 8494 Edwards Road, Holland Patent, New York, to the position of bus driver, 5 hours per day, 10 months, Step 1, at a rate of \$17.30 per hour and for a probationary period of 26 weeks effective March 17, 2016.

Approve the following substitute teacher appointment, at a per diem rate of Certified \$80/Uncertified \$65 per day effective March 17, 2016:

Tracie Cook
9320 Coal Hill Road
Taberg, NY 13471

\$80/day Uncertified

Yes – 5

No – 0 Motion Carried

15-265 **BUS BID AWARD**

Karen Evans made the motion, seconded by Richard Allen, to approve the following bus bid award at the 2016-17 contract rate per hour effective September 1, 2016:

Kathleen Grogan 5 hours 20 minutes/per day to 5 hours 15 minutes/per day

Yes – 5

No – 0 Motion Carried

15-266 **2015-16 CO-CURRICULAR APPOINTMENT**

Karen Evans made the motion, seconded by Richard Allen, to appoint Anthony Donatelli to the position of Middle School Home Instruction teacher for the 2015-16 school year effective March 9, 2016 at a rate of \$32.02 per hour.

Yes – 5

No – 0 Motion Carried

15-267 **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 8:48 p.m.

Marie E. Perry
District Clerk