

**APPROVED MINUTES
HOLLAND PATENT CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
WEDNESDAY, DECEMBER 9, 2015
HIGH SCHOOL AUDITORIUM – 7:00 P.M.**

FEASIBILITY COMMITTEE MEETING – 6:00 P.M.

A regular meeting of the Board of Education of the Holland Patent Central School District was held in the high school auditorium, located in the village of Holland Patent, New York on Wednesday, December 9, 2015. Anne McGahey, President, called the meeting to order at 7:00 p.m.

MEMBERS PRESENT

Anne McGahey, President
Karen Evans, Vice President
Richard Allen
Everett Stalker
Lydia Berez Kelly
Julia Rabbia, Student Representative

ALSO PRESENT

Mary Beth Piejko
Kristin Casab
Russell Stevener
Andrew Massoud
James DeAngelo

Kathleen M. Davis, Superintendent of Schools
Marie Perry, District Clerk

MEMBERS ABSENT

Nancy Nowicki, Assistant Superintendent
Cheryl Venettozzi, Assistant Superintendent

VISITORS

Approximately 75 parents, students and community members

PLEDGE OF ALLEGIANCE

POSITIVE THOUGHTS

Mrs. Casab, Gen. Wm. Floyd Elementary Principal, and Mr. DeAngelo, Holland Patent Elementary Principal, sent a thank you letter to Marc Verri for his hard work and dedication in putting together the Reflections Art Show. Students' pictures were well thought out and creative, focusing on this year's theme, "Let Your Imagination Fly."

Mr. Massoud, Middle School Principal, sent thank you letters to the Junior National Honor Society advisor, Ms. Andreski, for her hard work in preparing and organizing the induction ceremony. Mr. Massoud also thanked five high school students for volunteering to help at the ceremony. Mr. Massoud also sent a thank you letter to Mrs. DePalma for providing music for the induction ceremony.

UPCOMING DATES

December 10, 2015	High School Concert 7:00 p.m. – High School Auditorium
December 14, 2015	Snow Date for Concerts
December 17, 2015	Booster Club Meeting 7:30 p.m. – High School Library
December 18, 2015	15 Week Interim

Christmas/Winter Break

January 4, 2016

Kindergarten Registration Begins

January 6, 2016

PTA Meeting
4:30 p.m. – Annex Conference Room

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

15-139 **APPROVAL OF MINUTES**

Karen Evans made the motion, seconded by Richard Allen to approve the minutes of the Board of Education regular meeting on November 18, 2015.

Yes – 5

No - 0 Motion carried

15-140 **VISITORS**

Ms. Rabbia, Student Board Member, presented certificates to employees, Anne Farley, Pam D’Elisa and Jennifer Schram who were nominated as Shining Knights for their teamwork.

Second graders from Mrs. Heiser’s classes performed, under the director of Ms. Chudow, music teacher. This is the first year that violin instruction was offered to the younger children. The students demonstrated the techniques they have been learning.

Reading Club Awards - Board President McGahey thanked everyone for attending and was impressed that so many students took time out of their summer schedule to read so many books. Mrs. McGahey reflected on how reading has affected her family now that she has a son in college and middle school. Reading is a fundamental tool that follows you throughout life no matter what your goals are. The board appreciates the dedication of students and families to reading and wished everyone a happy and healthy holiday season. Students were then presented with award certificates and t-shirts for their success. Ms. Rabbia, student representative, and Principals Mrs. Casab and Mr. DeAngelo handed out the awards. Ms. Hannah Kusmierczak, one of our students, was introduced. She is the current Miss Copper City Princess. She spoke and encouraged students to read.

15-141 **CORRESPONDENCE**

Mr. Allen received an anonymous letter which he shared with the board. Unfortunately the unsigned letter cannot be acknowledged.

15-142 **BOARD FORUM**

Mrs. Evans asked if we had heard of a program, Hour of Code. Mr. Massoud, Middle School Principal stated that middle school students already participate in the Hour of Code Challenge which teaches computer science to students. It’s a national contest to promote learning computer programming. Student are participating during study halls and lunch periods. They are able to compete nationally and with each other. Participation has been increasing since becoming available. Mr. Stevener added that students have been participating at the high school since last year. Mrs. Evans was pleased that we are already participating. She had recently become aware of the initiative.

Mr. Allen thanked the students for their performance. It was great to see the young ones learning.

Dr. Stalker requested that Item #3 (Budget Transfers) be removed from consent for discussion.

15-143 **DISTRICT UPDATE**

No additional items.

15-144 **COMMITTEE REPORTS**

Mr. Allen reported that the policies on tonight's agenda are recommended for approval by the Policy Committee. There were minor changes in the policies.

Dr. Stalker reported that the Feasibility Committee met earlier to discuss the capital project. The project is moving along and major work will begin in the spring. Auditorium seating in the middle school has already begun.

15-145 **BILL SCHEDULES**

Karen Evans made the motion, seconded by Richard Allen, to accept for payment bill schedule #7, General Fund in the amount of \$98,620.72, for the period ending December 9, 2015 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 #5, School Lunch Fund in the amount of \$13,643.46, for the period ending December 9, 2015 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 #7, Federal Funds in the amount of \$5,000.00, for the period ending December 9, 2015 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 #5, Capital Project in the amount of \$91,109.32, for the period ending December 9, 2015 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 #6, Health Insurance in the amount of \$411,069.42, for the period ending December 9, 2015 and make it a matter of record.

Yes – 5
No - 0 Motion carried

15-146 **TREASURER'S REPORT**

Karen Evans made the motion, seconded by Richard Allen to approve the Treasurer's Report for the period ending October 31, 2015 and made a matter of record.

Yes – 5

No - 0 Motion carried

15-147 **2015-16 BUDGET TRANSFERS**

Karen Evans made the motion, seconded by Richard Allen to approve the Budget Transfers #1 for the period ending November 30, 2015.

Dr. Stalker requested information on the instructional transfer of funds. Dr. Venettozzi was unable to attend the meeting. The item was tabled until the next meeting when the transfers can be further explained.

TABLED

15-148 **ADOPTION OF POLICIES**
APPROVAL OF OUT OF STATE FIELD TRIP REQUEST
STANDARD WORK DAY AND REPORTING RESOLUTION RS 2417-A
APPROVAL OF CONTRACT WITH CLINTON THERAPY & TESTING CENTER
REQUEST FOR USE OF SCHOOL BUS
RESIGNATIONS FOR REASON OF RETIREMENT
APPOINTMENTS
2015-16 COACHING APPOINTMENT
APPROVAL OF CREATION OF NON-INSTRUCTIONAL POSITION – SCHOOL
AUDITOR (CLAIMS AUDITOR)

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

Adopt the following policies effective December 9, 2015:

2015	Student Member of the Board of Education
2015.1	Regulation: Student Member of the Board of Education
2031	Board Member Training
4030	General Procurement Standards
4031	Competitive Bidding
4032	Non Bidding
4032.1	Procurement Form
4034	Expense Reimbursements for Staff Members
4034.1	Regulation: Expense Reimbursements for Staff Members (Expense Voucher)
4037	Payment of Bills
4060	Investments
4070	Borrowing
6013	Immunization & Dental Health of Students
6016	Determination of Student Residency & the Education of Homeless Children
6016.1	Regulation: Procedures for Determining Student Residency & the Education of Homeless Children
6016.2	Designation of School District of Attendance for a Homeless Child
6120	Limited English Proficiency Instructions English Language Learners
7031	Selection Appointment, Compensation of Impartial Hearing Officers
7031.1	Regulation: Selection, Appointment, Compensation of Impartial Hearing Officers

Approve the senior trip to Philadelphia, PA scheduled for June 10-11, 2016.

Adopt the Standard Work Day and Reporting Resolution RS 2417-A as follows:

BE IT RESOLVED, that the Holland Patent Central School District/Location code 73010 hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Registration Number	SS#	Standard Work Day (Hrs/Day)	Term Begins/Ends
Treasurer	Jodi Haddad	xxxxx	xxxx	8	8/3/15-6/30/16
Confidential Secretary to the District Superintendent/ Board Clerk	Marie Perry	xxxxx	xxxx	8	7/1/15-6/30/16

Approve the contract with Clinton Therapy & Testing Center for the 2015-16 school year.

Approve the request of the Singing Hills Seniors Citizens, sponsored and under the direction of the Trenton Town Board, for the use of a school bus on January 25, 2016, February 22, 2016, and March 28, 2016 to the Oneida area to visit the Turning Stone Casino.

Approve the request of Michele M. Halpin, Teacher Aide, to resign for the reason of retirement effective June 30, 2016.

Approve the request of Donna M. Olczyk, Account Clerk-Typist, to resign for the reason of retirement effective June 30, 2016.

Approve the request of Marie E. Perry, Confidential Secretary to the Superintendent of Schools & District Clerk, to resign for the reason of retirement effective August 31, 2016.

Approve the request of John A. Carmody, Special Education Teacher, to resign for the reason of retirement effective June 30, 2016.

Approve the request of Richard W. Riley, Custodian, to resign for the reason of retirement effective June 30, 2016.

Approve the following non-instructional substitute at 90% of Step 1, effective December 10, 2015, as follows:

Substitute School Bus Attendant \$9.98/hr.

Timothy O'Halloran
7925 Elm Street
Holland Patent, NY 13354

Approve the following substitute teacher appointment, at a per diem rate of Certified \$80 per day effective December 10, 2015:

Leonard DiFino \$80/day Certified
125 Bellevue Drive
Canastota, NY 13032

Approve the following coaching appointment for the 2015-16 school year:

John Brown Modified Cross Country (Nordic) Ski 4% \$1,280.60

Approve the creation of the position of School Auditor (Claims Auditor) and the job description adopted April 1, 2009 and revised on December 3, 2014 (Regulation #4014.1) effective December 9, 2015.

Yes - 5

No - 0 Motion Carried

15-149

ENCLOSURES

1. Policy Committee meeting minutes, November 18, 2015
2. School Boards Institute 2015-16 Executive Committee & General Meeting schedules
3. "The HPE Update", December 2015 - from Principal DeAngelo

There were no comments on enclosures.

15-150

EXECUTIVE SESSION

At 8:00 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 a Particular Person
4. Negotiations

Yes – 5

No – 0 Motion Carried

At 8:10 p.m. the Board entered executive session.

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

15-151

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

15-152

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

15-153 **AMENDED APPOINTMENT**

Karen Evans made the motion, seconded by Richard Allen, to approve the request of Kelly Healey for an amended leave of absence from her position as .6 reading teacher to be extended to December 23, 2015.

Yes – 5
No – 0 Motion Carried

15-154 **APPOINTMENT**

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

BE IT RESOLVED, that **Kelly Healey**, 7109 Trenton Road, Barneveld, New York, be appointed as a long term substitute ELA teacher at Holland Patent High/Middle School and be paid on her current Step C-17 \$52,603, plus Masters Degree \$800, and 12 cr. hrs. @ \$66/hr (\$792) for a total salary of \$54,195 (prorated). This appointment is extended for the period of September 1, 2015 – December 23, 2015.

BE IT RESOLVED, that **Debbie Finn**, 9195 Jones Road, Holland Patent, New York, be appointed as a long term substitute reading teacher (.6) at Holland Patent High School and be paid on A-5 (\$33,264) prorated. This appointment is for the period of September 1, 2015 – December 23, 2015.

Yes – 5
No – 0 Motion Carried

15-155 **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 8:46 p.m.

Next board meeting – Wednesday, January 6, 2016 7:00 p.m. – Annex Conference Room

Marie E. Perry
District Clerk