

**APPROVED MINUTES  
HOLLAND PATENT CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
WEDNESDAY, JUNE 7, 2017  
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 7, 2017, Karen Evans, President, called the meeting to order at 7:00 p.m.

**MEMBERS PRESENT**

Karen Evans, President  
Everett Stalker, Vice President  
Richard Allen  
Lydia Berez Kelly  
Michael Garrett  
Avery Crossley, Student Representative

Jason Evangelist, Superintendent of Schools  
Nancy Nowicki, Assistant Superintendent  
Cheryl Venettozzi, Assistant Superintendent  
Donna Grems, District Clerk

**ALSO PRESENT**

Mary Beth Piejko  
Sarah Vergis  
Tami Barbour  
Russ Stevener  
Lisa Gentile  
Chris Roberts  
Ronald Haier  
Noel Gaige

**MEMBERS ABSENT**

None

**VISITORS**

0

**PLEDGE OF ALLEGIANCE**

**POSITIVE THOUGHTS**

**UPCOMING DATES**

June 7-9, 2017	High School Local Exams
June 8, 2017	National Honor Society Dinner 5:00 p.m. – High School
	Senior Awards Night 7:00 p.m. – High School Auditorium
June 13, 2017	High School Student Awards 8:30 a.m. and 10:00 a.m.
June 15, 2017	Booster Meeting High School - 7:30 p.m.
June 21, 2017	Board of Education Meeting 7:00 p.m. – Annex Conference Room
	HPE Grade 5 Moving Up at High School

June 22, 2017 Senior Ball – 7:00 p.m.  
Graduation Rehearsal – 9:30 a.m.  
June 24, 2017 Graduation – 10:00 a.m.

16-296 **APPROVAL OF MINUTES**

Everett Stalker made the motion, seconded by Richard Allen to approve the minutes of the Board of Education regular meeting on:

- Regular Meeting – May 16, 2017

Yes – 5  
No - 0 Motion carried

16-297 **VISITORS**  
No Visitor Comments

16-298 **CORRESPONDENCE**

There was no correspondence.

16-299 **BOARD FORUM**

Lydia Berez-Kelly had questions regarding Items 7 and 9. Items #4, 6-17 will be by consent.

16-300 **COMMITTEE REPORTS**

Mr. Allen reported that the Audit Committee met earlier. He stated that Cheryl Venettozzi did a great job working with the Committee tonight.

16-301 **DISTRICT UPDATE**

Jason Evangelist went to visit on the 8<sup>th</sup> Grade Camping trip. He commented that the trip was well organized and all the kids were amazing and having a great time. Also the Senior students helping the 8<sup>th</sup> graders were great – a wonderful experience for all.

Jason also attended the Book Tasting at the HP Elementary. Great event!

16-302 **BOARD OF EDUCATION MEETING DATES 2017-18**

Jason will check past years and will put some dates together with some months having two meetings and some with one.

16-303 **BOARD DOCS PROGRAM**

After discussion regarding tablets or I-pad prices and the cost between the two Board Doc programs offered, Board Doc approval was tabled until the June 21, 2017 meeting.

16-304 **BILL SCHEDULES**

Everett Stalker made the motion, with a second by Richard Allen, to accept for payment bill Schedule #16, General Fund in the amount of \$517,083.51, for the period ending June 7, 2017 and make it a matter of record.

Yes – 5  
No - 0            Motion carried

Everett Stalker made the motion, with a second by Richard Allen, to accept for payment bill Schedule #16, School Lunch Fund in the amount of \$ 21,194.56, for the period ending June 7, 2017 and make it a matter of record.

Yes – 5  
No - 0            Motion carried

Everett Stalker made the motion, with a second by Richard Allen, to accept for payment bill Schedule #14, Federal Fund in the amount of \$2,769.24 for the period ending June 7, 2017 and make it a matter of record.

Yes – 5  
No - 0            Motion carried

Everett Stalker made the motion, with a second by Richard Allen, to accept for payment bill Schedule #16, Capital Funds in the amount of \$3,265.14 for the period ending June 7, 2017 and make it a matter of record.

Yes – 5  
No - 0            Motion carried

Everett Stalker made the motion, with a second by Richard Allen, to accept for payment bill schedule #16, Trust and Agency in the amount of \$28,203.02, for the period ending June 7, 2017 and make it a matter of record.

Yes – 5  
No - 0            Motion carried

16-305 **BUDGET TRANSFER**

Everett Stalker made the motion, with a second by Richard Allen, to approve Budget Transfer #3 for the period ending May 31, 2017.

Yes    5  
No    0            Motion Carried

**ADOPTION OF BUS BOND RESOLUTION**

Everett Stalker made the motion, seconded by Richard Allen to adopt the following resolution regarding the Bus Bond:

BOND RESOLUTION DATED JUNE 7, 2017 OF THE BOARD OF EDUCATION OF THE HOLLAND PATENT CENTRAL SCHOOL DISTRICT AUTHORIZING GENERAL OBLIGATION BONDS TO FINANCE THE ACQUISITION OF SCHOOL BUSES, AUTHORIZING BOND ANTICIPATION NOTES IN CONTEMPLATION THEREOF, THE LEVY OF TAXES IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE EXPENDITURE OF SUCH SUMS FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the qualified voters of the Holland Patent Central School District, New York, at the annual meeting of such voters duly held on May 16, 2017, duly approved a proposition authorizing the levy of taxes to be collected in installments, in the manner provided by the Education Law, for the specific objects or purposes hereinafter described; now therefore

BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

Section 1. The Holland Patent Central School District has undertaken or shall undertake certain capital expenditures, as more particularly described in Section 3 hereof.

Section 2. The Holland Patent Central School District is hereby authorized to issue its General Obligation Serial Bonds in the aggregate principal amount of not to exceed \$370,139.67 pursuant to the Local Finance Law of New York, in order to finance the specific objects or purposes described herein.

Section 3. The specific objects or purposes to be financed pursuant to this resolution (hereinafter referred to as "purpose") are the acquisition of one 72-passenger school bus at an estimated maximum cost of \$118,298.31, one 66-passenger school bus at an estimated maximum cost of \$111,946.23, one 24-passenger wheelchair school bus at an estimated maximum cost of \$65,401.64, and one 18-passenger school bus at an estimated maximum cost of \$49,793.49, and one Dodge Caravan at an estimated maximum cost of \$24,700, all at an estimated maximum aggregate cost of \$370,139.67.

Section 4. It is hereby determined and declared that (a) the maximum aggregate cost of said purpose, as estimated by the Board of Education, is \$370,139.67, and such amount is hereby appropriated therefor, (b) the Holland Patent Central School District plans to finance the cost of said purpose entirely from funds raised by the issuance of said Bonds and the Bond Anticipation Notes hereinafter referred to, and (c) no money has heretofore been authorized to be applied to the payment of the cost of said purpose.

Section 5. It is hereby determined that the purpose is one of the class of objects or purposes described in Subdivision 29 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is five (5) years.

Section 6. The Holland Patent Central School District is hereby authorized to issue its Bond Anticipation Notes in the aggregate principal amount of not to exceed

\$370,139.67, and is hereby authorized to issue renewals thereof, pursuant to the Local Finance Law of New York in order to finance the purpose in anticipation of the issuance of the above described Bonds.

Section 7. It is hereby determined and declared that (a) there are presently no outstanding Bond Anticipation Notes issued in anticipating of the sale of said Bonds, (b) the Bond Anticipation Notes authorized hereby are not issued in anticipation for Bonds for an assessable improvement.

Section 8. It is hereby determined and declared that the Holland Patent Central School District reasonably expects to reimburse the general fund, or such other fund utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 9. The faith and credit of the Holland Patent Central School District, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and Bond Anticipation Notes as the same respectively become due and payable. And annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall annually be levied on all taxable real property of said School District, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 10. The power to further authorize the issuance of said Bonds and Bond Anticipation Notes and to prescribe the terms, form and contents of said Bonds and Bond Anticipation Notes, subject to the provisions of this resolution and the Local Finance Law of New York, including without limitation, the consolidation with other issues, the determination to issue Bonds with substantially level or declining annual debt service, whether to authorize the receipt of bids in an electronic format, and to sell and deliver said Bonds and Bond Anticipation Notes, is hereby delegated to the President of the Board of Education or to the Vice President of the Board in the event of the absence or unavailability of the President. The President of the Board of Education and the District Clerk are hereby authorized to sign by manual or facsimile signature any Bonds and Bond Anticipation Notes issued pursuant to this resolution, and are hereby authorized to affix to such Bonds and Bond Anticipation Notes the corporate seal of the School District and to attest the same.

Section 11. This resolution, or a summary hereof, shall be published in full by the District Clerk of the School District together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the School District. The validity of said Bonds and Bond Anticipation Notes may be contested only if such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or the provisions of law which should be complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 12. This resolution shall take effect immediately upon its adoption.

Karen Evans	Yes
Everett Stalker	Yes
Richard Allen	Yes

Lydia Berez Kelly Yes  
Michael Garrett Yes

Yes - 5  
No - 0 Motion Carried

16-307 **RE-ESTABLISH RESERVE FOR RETIREMENT CONTRIBUTION RESERVE**

Mr. Richard Allen reviewed the amounts in the reserves and discussed the funding for the employee contribution reserve. The audited final numbers were reviewed and confirmed prior to the vote for replenishment of the employee contribution reserve fund.

Everett Stalker made the motion, seconded by Richard Allen to adopt the following resolution to re-establish the reserve for Retirement Contribution Reserve:

**RESOLUTION  
REPLENISHING EMPLOYEE CONTRIBUTION RESERVE  
FUND (RETIREMENT CONTRIBUTION)**

WHEREAS, the Board of Education of the Holland Patent Central School previously authorized the establishment of an Employee Contribution Reserve Fund (Retirement Contribution) pursuant to Section 6-r of the General Municipal Law for the payment of retirement contributions.

WHEREAS, the Employee Contribution Reserve Fund (Retirement Contribution) is in need of replenishment for the purpose authorized by the Board of Education prior to depletion of the fund's previously authorized balance,

NOW, THEREFORE, the Board of Education hereby authorizes the transfer of up to \$750,000 from the general fund balance of the Holland Patent Central School District to the Employee Contribution Reserve Fund (Retirement Contribution), for payment of future retirement contributions and for other purposes authorized by law, effective June 30, 2017.

Yes - 5  
No - 0 Motion carried

16-308 **TRASH BID**  
**MILK & CHEESE BID**  
**APPROVAL OF 2017-18 AGREEMENT WITH MADISON-ONEIDA BOCES**  
**APPROVAL OF 2017-18 KUNKEL AMBULANCE SERVICES**  
**PAY FOR UNUSED VACATION DAYS**  
**INSTRUCTIONAL APPOINTMENT**  
**TENURE RECOMMENDATIONS**  
**NON-INSTRUCTIONAL APPOINTMENTS**  
**SUBSTITUTE APPOINTMENTS**  
**LEAVES OF ABSENCE**  
**APPROVAL OF SUMMER WORK**

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

Approve the award to the lowest bidder, Bliss Environmental Services, Inc., for the trash bid for the 2017-18 school year:

Bliss Environmental Services, Inc.	\$20,900.00
Waste Management of NY	\$22,147.71

Approve the award to the lowest bidder, Upstate Farms Dairy Cooperative, for the milk and cottage cheese bid for the 2017-18 school year at a total cost per week of \$1,661.95

	1% ½ pints	Choc ½ pints	Skim ½ pint	Butter milk quarts	FF Choc. gallons	1% gallons	Flavored pints	Low fat Cottage Cheese	Low fat sour cream	Total Cost per week
Upstate Farms Dairy Cooperative	0.2281	0.2249	0.2095	0.9500	3.2952	2.8350	0.9500	7.5500	6.4517	\$1,661.95
Byrne Dairy	0.3425	0.3425	0.3300	1.4100	4.6500	4.4500	1.4300	7.8500	7.0000	\$2,521.44

Approve the agreement with Madison-Oneida BOCES for the 2017-18 school year.

Approve the Kunkel Ambulance Services for the 2017-18 school year at a rate of \$150.00 for varsity football home games and home wrestling contests.

Approve the requests of HPAA members to exchange unused vacation days in accordance with the HPAA contracts effective July 1, 2017 as follows:

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 2016-17 school year effective July 1, 2017.

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 2016-17 school year effective July 1, 2017.

RESOLVED, the Board of Education of the Holland Patent Central School District approves **Lisa Gentile**, Middle School Principal to exchange five (5) unused vacation leave days in accordance with the HPAA contract for the 2016-17 school year effective July 1, 2017.

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 2016-17 school year effective July 1, 2017.

RESOLVED, the Board of Education of the Holland Patent Central School District approves **Tamara Barbour**, High School Assistant Principal/Athletic Director to exchange five (5) unused vacation leave days in accordance with the HPAA contract for the 2016-17 school year effective July 1, 2017.

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 (16-17 school year) effective July 1, 2017.

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 (16-17) school year) effective July 1, 2017.

Adopt the following resolution 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 Jason P. Evangelist, Superintendent of Schools, does hereby appoint **Melanie Mancari**, , who holds a New York State Initial certificate #XXXXXXXX in French 7-12 Education to the position of French Teacher; for a probationary period of four (4) years in the tenure area of French Education (Gr. 7-12) to commence September 1, 2017 and to expire on August 31, 2021 (unless extended in accordance with the law). This expiration date is tentative and conditional only. 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 to the extent required by the applicable provisions of the Education Law, the Rules of the Board of Regents and the Regulations of the Commissioner of Education, 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. **BE IT FURTHER RESOLVED** that Melanie Mancari be paid on Step A-10 (\$40,020) effective September 1, 2017.

Approve the following tenure recommendations:

**RESOLVED**, based upon the recommendation of Jason P. Evangelist, Superintendent of Schools, that **Brittany Reynolds** who holds an Initial New York State certificate #XXXXXX in the area of Early Childhood Birth-2, Childhood Education 1-6 and Literacy Birth-6, be hereby appointed elementary teacher in the tenure area of Elementary Education, in which she will devote a substantial portion of her time and this appointment is for service on tenure to commence on September 1, 2017.

**RESOLVED**, based upon the recommendation of Jason P. Evangelist, Superintendent of Schools, that **Talia Gallagher** who holds an Initial New York State certificate #XXXXXXX in the area of Childhood Education Grades 1-6, be hereby appointed elementary teacher in the tenure area of Elementary Education, in which she will devote a substantial portion of her time and this appointment is for service on tenure to commence on September 1, 2017.

**RESOLVED**, based upon the recommendation of Jason P. Evangelist, Superintendent of Schools, that **Jessica DiFino** who holds an Professional New York State certificate #XXXXXXX in the area of Biology 7-12 and Chemistry 7-12 be hereby appointed Living Environment/Chemistry teacher in the tenure area of Living Environment and Chemistry Education, in which she will devote a substantial portion of her time and this appointment is for service on tenure to commence on September 1, 2017.

**RESOLVED**, based upon the recommendation of Jason P. Evangelist, Superintendent of Schools, that **Kourtney Kupiec** who holds a Professional New York State certificate #XXXXXXX in the area of Math 7-12 be hereby appointed math teacher in the tenure area of Math Education, in which she will devote a substantial portion of her time and this appointment is for service on tenure to commence on September 1, 2017.

Approve the following Non-Instructional Appointments:

Approve the appointment of **Stacy Nieman**, 10642 Coombs Road, Holland Patent, New York, to the position of Cleaner, 4 hours per day, 12 months, Step 1, Schedule B, at a rate of \$11.17 per hour and for a probationary period of 26 weeks effective July 1, 2017. This position is currently located at the General William Floyd Elementary School.

Approve the appointment of **Connie Langdon**, 10944 Downer Hill Road, Remsen, New York, to the position of Cook, 6 hours per day, 10 months, Step 15, Schedule A, at a rate of \$16.17 per hour plus longevity per contract, and for a probationary period of 26 weeks effective July 1, 2017. This position is currently located at the Holland Patent High School.

Approve the appointment of **Heidi Hill**, 614 Summit Street, Prospect, New York, to the position of Food Service Helper, 3 hours per day, 10 months, Step 1, Schedule A, at a rate of \$9.70 per hour and for a probationary period of 26 weeks effective July 1, 2017. This position is currently located at the Holland Patent Middle School.

Approve the appointment of **John Stark**, 8458 Edwards Road, Holland Patent, New York, to the position of Custodian, 8 hours per day, 12 months, Step 12, Schedule B, at a rate of \$15.35 per hour and for a probationary period of 26 weeks effective July 1, 2017. This position is currently located with Dennis Geer, Superintendent of Buildings and Grounds, for maintaining the athletic fields.

Approve the appointment of **Kelly Smith**, 10315 Korber Road, Holland Patent, New York, to the position of Food Service Helper, 3 hours per day, 10 months, Step 1, Schedule A, at a rate of \$9.70 per hour and for a probationary period of 26 weeks effective July 1, 2017. This position is currently located at the Holland Patent Elementary School.

Approve the increase in hours for **Victoria Benison**, Food Service Helper, from 5 hours per day to 6 hours per day effective July 1, 2017.

Approve the increase in hours for **Judy Smith**, Food Service Helper, from 4 hours per day to 5 hours per day effective July 1, 2017.

Approve the following substitute teacher appointment effective June 8, 2017:

Uncertified \$75/day; increased to \$85/day after working 20 days in the district:

Kate Runniger  
10454 Dayton Road  
Remsen, NY 13438

Approve the following non-instructional substitute appointments effective June 8, 2017:

- Substitute School Bus Attendant, 90% of Step 1, \$10.02 per hour
- Substitute Food Service Helper, 90% of Step 1, \$9.70 per hour
- Substitute Teacher Aide, 90% of Step 1, \$10.02 per hour
- Substitute Clerk, 90% of Step 1, \$10.72 per hour
- Substitute School Monitor, 90% of Step 1, \$10.02 per hour
- Substitute Library Aide, 90% of Step 1, \$10.02 per hour

Tamara Morey  
64 Mappa Avenue  
Barneveld, NY 13304

Substitute Library Aide, 90% of Step 1, \$10.02 per hour

Richard Axt  
7724 Maple Avenue  
Holland Patent, NY 13354

Approve the request of Brenda Carnright for a leave of absence without pay on Monday, May 29, 2017 (one day).

Approve the request of Anthony Donatelli for an amended leave of absence through June 20, 2017 be approved.

Approve the following guidance counselor for summer hours at their per diem rate:

Michael Sinacore                      maximum 5 days

Yes – 5  
No - 0 Motion carried

16-309 **EXECUTIVE SESSION**

At 7:35 p.m., Everett Stalker 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 7:38 p.m. the Board entered executive session.

At 9:16 p.m. the Board returned to open session.

16-310 **RECOMMENDATIONS BY THE COMMITTEE ON PRE-SCHOOL SPECIAL EDUCATION**

Everett Stalker 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

16-311 **RECOMMENDATIONS BY THE COMMITTEE ON SPECIAL EDUCATION**

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

Yes – 5  
No – 0 Motion Carried

16-312 **ENCLOSURES**

16-313 **ADJOURNMENT**

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

Yes – 5  
No – 0 Motion Carried

Meeting was adjourned at 9:18 p.m.

Donna Grems  
District Clerk