

**APPROVED MINUTES
HOLLAND PATENT CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
WEDNESDAY, DECEMBER 14, 2016
HIGH SCHOOL AUDITORIUM – 7:00 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 14, 2016, 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 Rep.

ALSO PRESENT

David Langone
Kristin Casab
Jason Evangelist

Kathleen M. Davis, Superintendent of Schools
Cheryl Venettozzi, Assistant Superintendent
Nancy Nowicki, Assistant Superintendent
Donna Grems, District Clerk

MEMBERS ABSENT

PLEDGE OF ALLEGIANCE

VISITORS

Approximately 75 parents, staff and community members

UPCOMING DATES

December 15, 2016	Snow Date for Concerts
December 16, 2016	15 Week Interim
December 26, 2016 – January 2, 2017	Christmas/Winter Break
January 4, 2017	Kindergarten Registration Begins
January 4, 2017	Board of Education Meeting 7:00 p.m. – Annex Conference Room

16-147 **APPROVAL OF MINUTES**

Everett Stalker made the motion, seconded by Richard Allen to approve the minutes of the Board of Education regular meeting on November 9, 2016.

Yes - 5 Motion Carried
No - 0

16-148 **VISITORS**

Second graders from Mrs. Marlenga's class performed under the director of Ms. Chudow, music teacher. This is the second year that violin instruction was offered to the younger children. The students demonstrated the techniques they have been learning. Richard Allen commented that he loved to listen to the violins and is glad that the program is building.

Reading Club Awards - Board President Mrs. Evans thanked everyone for attending and was impressed that so many students took time out of their summer schedule to read so many books. 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. Board Members and Mrs. Casab, Elementary Principal handed out the awards.

16-149 **CORRESPONDENCE**

None

16-150 **BOARD FORUM**

Lydia Berez-Kelly would like to pull items #5, 17, 18, and 19 to executive session. Michael Garrett would like to pull #15 and has a question regarding #2.

16-151 **COMMITTEE REPORTS**

Karen Evans reported that she attended the Safety Committee and all buildings are in compliance.

Richard Allen reported that the Audit Committee met tonight and there were no problems and all is running smoothly.

16-152 **SMART SCHOOL BOND PROJECT**

Mrs. Margaret McNamara and Mr. Joe Riley presented the proposal for the SMART Schools Bond Project and answered questions from the Board.

Everett Stalker made the motion, seconded by Richard Allen, to accept the SMART Schools Bond Project proposal as follows:

WHEREAS, the Holland Patent Central School District has considered the impacts to the environment of the proposed SMART Schools Bond Project, as reviewed by the Board of Education on December 14, 2016, (the Proposed Action), said Project including, but not limited to:

- Replacement of the Security System Server;
- District Wide Horizontal and Backbone Cable Upgrades;
- District Wide Extension of Existing Camera and Access Control Systems;
- District Wide High Speed Wireless Connectivity to Classrooms, and

WHEREAS, The Board has reviewed the scope of the Proposed Action and has further received and considered the advice of its Architects with respect to the potential for environmental impacts resulting from the Proposed Action; and

WHEREAS, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR Part 617.5(c)(1), (2) and (8) and concluded that the Project involves activities involving no substantial changes in existing structures or facilities, and replacement, rehabilitation or reconstruction of structures or facilities in kind and routine activities of an educational institution, now therefore:

BE IT RESOLVED, by the Board of Education as follows:

1. The Proposed Action individually and collectively does not exceed thresholds established under 6 NYCRR Part 617 of the State Environmental Quality Review Act (SEQRA).

- 2. The Board hereby determines that the Proposed Action is a Type II action in accordance with the SEQRA regulations.
- 3. No further review of the Proposed Action is required under SEQRA.
- 4. This Resolution shall be effective immediately.

Karen Evans	Yes
Everett Stalker	Yes
Richard Allen	Yes
Lydia Berez-Kelly	Yes
Michael Garrett	Yes

Motion Carried

16-153

BILL SCHEDULES

Everett Stalker made the motion, seconded by Richard Allen, to accept the payment bill schedule #6, General Fund in the amount of \$185,567.46, for the period ending December 14, 2016, and make it a matter of record.

Yes	5	
No	0	Motion carried

Everett Stalker made the motion, seconded by Richard Allen, to accept the payment bill schedule #6, School Lunch Fund in the amount of \$24,552.26 for the period ending December 14, 2016, and make it a matter of record.

Yes	5	
No	0	Motion carried

Everett Stalker made the motion, seconded by Richard Allen, to accept the payment bill schedule #6, Federal Funds in the amount of \$132.65, for the period ending December 14, 2016, and make it a matter of record.

Yes	5	
No	0	Motion carried

Everett Stalker made the motion, seconded by Richard Allen, to accept the payment bill schedule #6, Capital Project in the amount of \$201,105.73, for the period ending December 14, 2016, and make it a matter of record.

Yes	5	
No	0	Motion carried

Everett Stalker made the motion, seconded by Richard Allen, to accept the payment bill schedule #6, Trust and Agency in the amount of \$428,264.76, for the period ending December 14, 2016, and make it a matter of record.

Yes	5	
No	0	Motion carried

Everett Stalker made the motion, seconded by Richard Allen, to accept the payment bill schedule #7, General Fund in the amount of \$640.52 for the period ending December 14, 2016 and make it a matter of record.

Yes 5
 No 0 Motion carried

Everett Stalker made the motion, seconded by Richard Allen, to accept the payment bill schedule #7, Capital Project in the amount of \$36,606.02 for the period ending December 14, 2016 and make it a matter of record.

16-154 **TREASURER’S REPORT**

Everett Stalker made the motion, seconded by Richard Allen, to accept the Treasurer’s report for the period ending October 31, 2016 and make it matter of record.

Yes 5
 No 0 Motion Carried

16-155 **KING AND KING CONTRACT FOR 4.9 CAPITAL IMPROVEMENT PROJECT**

Everett Stalker made the motion, seconded by Richard Allen, to approve the King and King contract for continuing professional services for the 2016 4.9 Capital Improvement Project #16-44-5656 effective October 14, 2016.

Yes 5
 No 0 Motion Carried

16-156 Everett Stalker made the motion, seconded by Richard Allen, to approve/accept/adopt the following by consent:

- BUDGET TRANSFERS**
- YMCA FOOD CONTRACT**
- TAX CORRECTION**
- PENN MOUNTAIN AGREEMENT**
- TOWN OF TRENTON TRAIL GROOMING AGREEMENT**
- STANDARD WORK DAY AND REPORTING RESOLUTION RS 2417-A**
- STANDARD WORK DAY AND REPORTING RESOLUTION RS 2418**
- PAYMENT FOR UNUSED VACATION DAYS**
- REQUEST FOR USE OF SCHOOL BUS**
- RESIGNATION**
- RESOLUTIONS OF CONDOLENCES**

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

Approve the YMCA Food Contract to provide meals and snacks to the before and after school students for the 2016-17 school year.

Approve the following Tax Refund:

Owner Name	Town	Tax map ID	Original/Corrected	Assessment	2015-16 Tax Rate	Tax	Correction
Joyce Siegenthaler	Steuben	176.00-3-3.9	Original	\$43,200	20.74132	\$896.03	-
			Corrected	\$11,100	20.74132	\$230.23	\$230.23
Library Taxes							
Joyce Siegenthaler	Steuben	176.000-3-3.9	Original	\$43,200	0.05091	\$2.20	
			Corrected	\$11,100	0.05091	0.57	\$0.57

Approve of the Penn Mountain Snowmobile Club riders’ request for permission to utilize the same designated area on the school property as in previous years providing we receive a copy of their insurance.

Approve of the Town of Trenton Agreement allowing the District to use the Town of Trenton sled/groomer Monday thru Friday, November 30, 2016 – March 3, 2017 to groom the trails at the Fish and Game Club and the Trenton Greenbelt for the HPCS ski team cross-country practices and meets. This has been approved by the Town of Trenton at their meeting on October 12, 2016.

It is recommended that the Standard Work Day and Reporting Resolution RS 2417-A be adopted 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	7/1/16-6/30/17
Confidential Secretary to the District Superintendent/ Board Clerk	Donna Grems	xxxxx	xxxx	8	9/1/16-6/30/17

It is recommended that the Standard Work Day and Reporting Resolution RS 2418 be adopted as follows:

BE IT RESOLVED, that the Holland Patent Central School District/Location code 73010 hereby establishes the following as standard work days for employees 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	Standard Work Day Hours
Account Clerk-Typist	6
Assistant Tech Plan Specialist	6
Automotive Mechanic	6
Building Maintenance Worker	6
Bus Driver	6
Cleaner	6
Clerk	6
Cook	6
Custodian	6
Food Service Helper	6
Head Custodian	6
Library Aide	6
Occupational Therapist	6
Office Specialist I	6

Office Specialist II	6
Registered Nurse	6
School Bus Attendant	6
School Lunch Manager	6
School Monitor	6
Senior Custodian	6
Senior Office Specialist I	6
Superintendent of Buildings and Grounds	6
Teacher Aide	6
Transportation Supervisor	6

Approve the request from Kathleen Davis, Superintendent of Schools, to be paid for 16 unused vacation days in accordance with her Superintendent's contract.

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 January 23, 2017, February 27, 2017, and March 27, 2017 to the Oneida area to visit the Turning Stone Casino.

Approve the request from the Recreational Student Ski Group, sponsored and under the direction of the Trenton Town Community Education Program, for the use of a school bus for transportation to Woods Valley Ski Resort on Wednesdays beginning January 2017 (January 4, 11, 18, 25 and February 1, 8, and 15).

Approve the request of Avery Evans to resign from her Teacher Assistant position pending her appointment as a probationary elementary teacher effective August 31, 2017.

Approve the request of Rose Cidzik to resign from her LOTE (French) teaching position effective January 14, 2017.

Adopt the following resolutions of condolence:

“The Board of Education of the Holland Patent Central School District records with sorrow the passing of former teacher, Wanda Goodrow.

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

“The Board of Education of the Holland Patent Central School District records with sorrow the passing of former cafeteria worker, Marilyn Simons.

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

16-157

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

16-158 **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

16-159 **EXECUTIVE SESSION**

At 8:00 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. Legal Matter

At 8:07 p.m. the Board entered executive session.

At 8:44 p.m. the Board returned to open session.

16-160 **RESIGNATIONS FOR REASON OF RETIREMENT**

A motion was made by Everett Stalker, with a second by Richard Allen to approve the following resignations for reason of retirement:

Approve the request of Heidi Knopp, Elementary Teacher, to resign for the reason of retirement effective June 30, 2017.

Approve the request of Dennis Johnson, Mathematics Teacher, to resign for the reason of retirement effective July 1, 2017.

Approve the request of William Morotti, Guidance Counselor, to resign for the reason of retirement effective July 3, 2017 be accepted.

Approve the request of Kathy McGahey, Account Clerk-Typist, to resign for the reason of retirement effective August 31, 2017 be accepted.

Approve the request of Colleen Minnig, Cook, to resign for the reason of retirement effective July 1, 2017.

Approve the request of Brenda Carnright, Bus Driver, to resign for the reason of retirement effective August 31, 2017 be accepted.

Approve the request of Maryellen Lyons, Bus Driver, to resign for the reason of retirement effective August 31, 2017 be accepted.

Yes 5
No 0 Motion Carried

16-161 **LEAVE OF ABSENCE**

A motion was made by Everett Stalker, with a second by Richard Allen to approve the following requests for a leave of absence:

Approve the request of Eileen Bates for a leave of absence from her position as full time elementary teacher for the 2017-18 school year be accepted pending her appointment as a .5 elementary teacher.

Approve the leave of absence for Karen Szablewski through January 2, 2017.

Approve the leave of absence with pay for Lynda Bulson from approximately January 23, 2017 to March 6, 2017.

Approve the leave of absence with pay for Jessica Kenny from approximately February 26, 2017 to April 9, 2017.

Approve the leave of absence without pay for Brenda Carnright for 1.5 days for December 1 and December 2, 2016.

Yes 5
No 0 Motion Carried

16-162

APPOINTMENTS

Everett Stalker made the motion, with a second by Richard Allen to approve the following resolutions of appointment:

It is the recommendation of Kathleen Davis, Superintendent of Schools to adopt the following resolution of appointment:

BE IT RESOLVED, that **Eileen Bates** be appointed to the position of .5 FTE elementary teacher at Holland Patent Elementary School and be paid at her 2017-18 salary (Step D 16 (\$53,837) plus Masters (\$800), plus 3 credit hours (\$198) for a total salary of \$54,835 (prorated). This appointment is for the period of July 1, 2017 through June 30, 2018.

It is the recommendation of Kathleen M. Davis, Superintendent of Schools 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 **Avery Evans**, 8082 Camroden Road, Rome, NY 13440 who holds a New York State Initial certificate #XXXXXXXXX in Childhood Education (Gr. 1-6) to the position of Elementary Education;(Grade 3) for a probationary period of three (3) years in the tenure area of Elementary Education (Gr. 1-6) to commence September 1, 2017 and to expire on August 31, 2020 (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 Avery Evans be paid on Step E-9 (\$45,543) effective September 1, 2017.

BE IT RESOLVED, that **Jennifer Harvey**, 801 Utica Road, Utica, NY 13502 be appointed as a long term teacher substitute at General William Floyd Elementary (Grade 2) and be paid on Step A-8 for a salary of \$37,521 effective September 1, 2017. This position is for the 2017-18 school year.

Based on the review of Mary Beth Piejko, Pupil Personnel Director, it is the recommendation of Kathleen M. Davis, Superintendent of Schools, to adopt the following resolutions of appointment:

BE IT RESOLVED, that **Andrea Ashcroft**, 6823 Trenton Road, Barneveld, NY 13304 be appointed as a long term teacher assistant at Holland Patent Elementary and be paid on Step 7 (\$18,885) plus .15% Bachelors degree (\$2,730.90) for a total salary of (\$21,615.90) prorated effective December 15, 2016. This position is for the 2016-17 school year.

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 **Andrea Ashcroft**, 6823 Trenton Road, Barneveld, NY 13304 to the position of teacher assistant, for a probationary period of three and one-half (3.5) years to commence on September 1, 2017 and to expire on August 31, 2020 AND BE IT FURTHER RESOLVED that Andrea Ashcroft be paid on Step 8 (\$19,564) plus .15% Bachelors degree (\$2,730.90) for a total salary of (\$22,294) effective September 1, 2017.

Based on the review of Mary Beth Piejko, Pupil Personnel Director, it is the recommendation of Kathleen M. Davis, Superintendent of Schools, to adopt the following resolution of appointment as guidance counselor:

BE IT RESOLVED, that the Board of Education, Holland Patent Central School District, pursuant to Section 3012 of the Education Law and in compliance with Part 30 of the rules of the Board of Regents, upon the recommendation of Kathleen M. Davis, Superintendent of Schools, does hereby appoint **Jason Scialdone**, of 114 Campbell Avenue, Yorkville, NY 13495 who has met all the qualifications for a New York State Provisional Certificate # XXXXXX111 permitting him to serve as a guidance counselor, in the tenure area of school counseling and guidance, for a probationary period of four (4) years to commence on September 1, 2017 and to expire on August 31, 2021 (unless extended in accordance with the law); AND BE IT FURTHER RESOLVED that Jason Scialdone be paid on Step E-7(\$42,600) as outlined in the agreement between the Holland Patent Teachers Association and the Superintendent of Schools, dated July 1, 2014 or as outlined in any modified, amended, or successor agreement.

Based on the review of Mary Beth Piejko, Pupil Personnel Director, it is the recommendation of Kathleen M. Davis, Superintendent of Schools, to adopt the following resolution of appointment as Social Worker:

BE IT RESOLVED, that the Board of Education, Holland Patent Central School District, pursuant to Section 3012 of the Education Law and in compliance with Part 30 of the rules of the Board of Regents, upon the recommendation of Kathleen M. Davis, Superintendent of Schools, does hereby appoint **Nicole Rasmussen**, of 2016 Holly Street, Rome, NY 13440 who has met all the qualifications for a New York State Licensed Master Social Worker # XXX631 permitting her to serve as a social worker, in the tenure area of school social worker, for a probationary period of three (3) years to commence on September 1, 2017 and to expire on August 31,

BE IT RESOLVED, that **Karen Pike-Roberts**, 8329 East Floyd Road, Holland Patent, New York, be appointed as a long term substitute AP Biology and Living Environment teacher at Holland Patent High School and be paid on Step C-13 (\$47,619) prorated. This appointment is for the period of approximately November 29, 2016 through January 31, 2017.

The appointment start date is now November 29, 2016 instead of December 20, 2016 as was previously approved at the November 9, 2016 Board Meeting.

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 **Carolyn Olearczyk**, 150 Hayes Circle, Barneveld, New York, to the position of teacher assistant, for a probationary period of four (4) years to commence on February 29, 2016 and to expire on March 1, 2020 AND BE IT FURTHER RESOLVED that Carolyn Olearczyk be paid on Step 7 (\$18,885) with a bachelors stipend (\$2,730.90) effective September 1, 2016.

Carolyn's pay has been amended to Step 7 (\$18,885) with a Bachelor's degree stipend of \$2,730.90 for a total salary of \$21,615.90 effective September 1, 2016.

Yes	5	
No	0	Motion Carried

16-164

ELEMENTARY PRINCIPAL APPOINTMENT

Everett Stalker made the motion, with a second by Richard Allen to adopt the following resolution of appointment effective January 3, 2017:

RESOLVED, that upon the recommendation of Kathleen M. Davis, Superintendent of Schools, the Board of Education of the Holland Patent Central School District, does hereby appoint **Sarah Vergis**, 6365 Cavanaugh Road, Marcy, NY 13403, who holds an Permanent New York State Certificate permitting her to serve as a School District Administrator, to the twelve (12) month position of Holland Patent Elementary Principal, in the tenure area of School District Administrator for a probationary period of four (4) years to commence on January 3, 2017 and to expire on January 2, 2021 (unless extended in accordance with the law). This expiration date is tentative and conditional only. In order to be granted tenure the administrator 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 Administrator receives an ineffective composite or overall rating in the final year of the probationary period the administrator shall not be eligible for tenure at that time. **BE IT FURTHER RESOLVED** that Sarah Vergis be paid a salary of \$87,000 (prorated).

BE IT RESOLVED, that **Kristin Casab** be approved as a mentor for Sarah Vergis, Holland Patent Elementary Principal at a stipend of \$3,750 for the 2016-2017 school year.

16-165 **ENCLOSURES**

1. ELA and Mathematics Standards Review Update
2. HPE November 2016 Parent Newsletter
3. Holiday Party Reminders and Protocols
4. Foothills Rural Community Food Drive
5. Election Impact of New York’s Rural Schools

16-166 **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 8:50 p.m.

Next Board meeting is January 4, 2017

Donna Grems
Board Clerk