

**APPROVED MINUTES
HOLLAND PATENT CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
MONDAY, AUGUST 22, 2016
ANNEX CONFERENCE ROOM - 6:00 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 Monday, August 22, 2016, Karen Evans, President, called the meeting to order at 6:00 p.m.

MEMBERS PRESENT

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

ALSO PRESENT

Cheryl Venettozzi, Assistant Superintendent
Nancy Nowicki, Assistant Superintendent
Donna Grems, District Clerk

MEMBERS ABSENT

Kathleen M. Davis, Superintendent of Schools

PLEDGE OF ALLEGIANCE

VISITORS

10

UPCOMING DATES

September 14, 2016	Board of Education Meeting Annex Board Room – 7:00 p.m.
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16-50

APPROVAL OF MINUTES

Everett Stalker made the motion, seconded by Richard Allen to approve the minutes of the Board of Education regular meeting on July 27, 2016.

Yes – 5

No – 0

Motion carried

16-51

VISITORS

Mrs. Wendy Whitney-Bochniak distributed a letter to board members and addressed the board on behalf of a group of soccer team parents. Mr. and Mrs. Bochniak, Mr. Shay Johnson, and Mrs. Debra Landman had concerns about the make-up of the varsity and JV girls soccer teams.

President Evans thanked everyone for bringing their concerns to the board and appreciates their input. She indicated that the board will be looking into the situation.

16-52 **CORRESPONDENCE**

There was no correspondence

16 -53 **BOARD FORUM**

Mrs. Evans requested to pull #21 (Appointments) from consent for executive session.

16 -54 **DISTRICT UPDATE**

Dr. Venettozzi reported that we are about half done with the paving projects. The high school renovations will be all done this week.

16 - 55 **COMMITTEE REPORTS**

There were no committee reports.

16 - 56 **BILL SCHEDULES**

Everett Stalker made the motion, seconded by Michael Garrett, to accept the payment bill schedule #1, General Fund in the amount of \$215,065.64, for the period ending August 22, 2016, and make it a matter of record.

Yes 5
No 0 Motion carried

Everett Stalker made the motion, seconded by Michael Garrett, to accept the payment bill schedule #1, School Lunch Fund in the amount of \$1,739.08 for the period ending August 22, 2016, and make it a matter of record.

Yes 5
No 0 Motion carried

Everett Stalker made the motion, seconded by Michael Garrett, to accept the payment bill schedule #1, Federal Fund in the amount of \$580.03, for the period ending August 22, 2016, and make it a matter of record.

Yes 5
No 0 Motion carried

Everett Stalker made the motion, seconded by Michael Garrett, to accept the payment bill schedule #1, Capital Project in the amount of \$1,074,476.68, for the period ending August 22, 2016, and make it a matter of record.

Yes 5
No 0 Motion carried

Everett Stalker made the motion, seconded by Michael Garrett, to accept the payment bill schedule #1, Trust and Agency in the amount of \$394,426.74, for the period ending August 22, 2016, and make it a matter of record.

Yes 5
No 0 Motion carried

16 - 57 **TREASURER’S REPORT**

Everett Stalker made the motion, seconded by Michael Garrett, to approve the Treasurer’s Report for the period ending July 31, 2016 and made a matter of record.

Yes 5
No 0 Motion carried

16 - 58 **TAX WARRANT/LEVY RESOLUTION**

Everett Stalker made the motion, seconded by Michael Garrett to adopt the following resolution with regard to the Tax Warrant/Levy:

- WHEREAS: Chapter 73 of the Laws of 1977, amended §1318, subdivision 1 of the Real Property Tax Law; and
- WHEREAS: shall state the amount of unexpended surplus funds in the custody of the board and shall further state that except as authorized or required by law, such unexpended surplus funds have been applied in determining the amount of the school tax levy
- WHEREAS: this latter amount may be held as surplus funds during the current school year; now therefore
- BE IT RESOLVED: that the Board of Education retain as surplus funds \$1,703,681 from the total unrestricted fund balance of \$4,568,708 thereby applying \$2,150,000 to the reduction of the tax levy. (The fund balance is unaudited at this time.)

BE IT ADDITIONALLY RESOLVED AS FOLLOWS:

To the collector of Holland Patent Central School District – Town of Trenton et. al. Counties Oneida – Herkimer New York State.

You are hereby commanded:

1. To give notice and start collection on September 1, 2016. (In accordance with the provisions of §1322 of the Real Property Tax Law).
2. To give notice that tax collection will end on November 4, 2016.
3. To collect taxes in the total sum of \$12,222,422 less the STAR exemption amount in the same manner that collectors are authorized to collect town and county taxes in accordance with the provisions of §1318 of the Real Property Tax Law.
4. To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the board of education. The board may recall its warrant and tax roll for correction of errors or omissions in accordance with the provisions of §553 and §556 of the Real Property Tax Law.

5. To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his/her property on press-numbered tax bill forms provided by the school district in accordance with the provisions of §922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels for taxes on the school tax rolls in accordance with provisions of §540 and §544 of the Real Property Tax Law.
6. To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to add three percent interest penalties to all taxes collected during any part of the third month of the tax collection period and to account for such sums as income due to the school district.
7. To issue press-numbered receipts only on forms provided by the school district in copies of all such receipts issued as required by §986 of the Real Property Tax Law and amended by Chapter 680 effective 1/1/95.
8. To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts remaining uncollected as required by §1330 of the Real Property Tax Law.

The warrant is issued and delivered in accordance with §1306 and §1318 of the Real Property Tax Law. It is effective immediately after it is properly signed by a majority of the board of education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with §1318, subdivision 3 of the Real Property Tax Law.

RESOLUTION TO CONFIRM TAX ROLLS AND AUTHORIZE TAX LEVY

August 22, 2016

WHEREAS the Board of Education has been authorized by the voters at the Annual School meeting to raise the current budget of the 2016-17 school year a sum not to exceed \$32;409,327.

THEREFORE, BE IT RESOLVED, that the board fix the equalized tax rates by towns and confirm the extension of the taxes as they appear on the following tax roll:

Name of Town	Total Assessed Valuations by Town	Equalized Tax Rate by Towns	Total Tax Levy by Towns
Deerfield	\$595,884	15.50%	\$79,738.20
Floyd	134,269,053	95.00%	2,931,492.06
Marcy	42,724,318	76.00%	1,165,998.38
Remsen	853,287	51.00%	34,702.55
Steuben	26,192,030	100.00%	543,257.29
Trenton	195,674,833	65.00%	6,243,929.87
Western	26,302,368	54.50%	1,001,001.55
Russia	10,717,838	100.00%	222,302.11
Totals:	\$437,329,611	--	\$12,222,422.00

AND BE IT HEREBY DIRECTED THAT the tax warrant of this board, duly signed shall be affixed to the above-described tax rolls authorizing the collection of said taxes to begin 9/1/16 and

end 11/4/16 giving the tax warrant an effective period of 65 days at the expiration of which time the tax collector shall make an accounting in writing to the board;

AND IT IS FURTHER DIRECTED THAT the delinquent tax penalties shall be fixed as follows:

- 1st month free period,
- 2nd month interest of 2 percent added,
- 3rd month or fraction thereof, interest of 3 percent added.

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

Yes – 5	
No – 0	Motion Carried

16 -59 **APPROVE CHANGE ORDERS**

Everett Stalker made the motion, seconded by Michael Garrett to approve the following:

Approve Change Order HC04-03, Schmaltz Mechanical Contractors, increasing the mechanical contract in the amount of \$18,958

Approve Change Order PC05-01, Brandeles Corp, charged against the allowance in the amount of \$4,775.

Yes	5	
No	0	Motion carried

Change Order EC06-06, Spencer Electric, increasing the electrical contract in the amount of \$329.03 and \$3,668.48 charged against the allowance was tabled to the next board meeting pending further information.

16-60 **TAX COLLECTOR HELPER APPOINTMENTS**

- AWARD OF BID**
- APPROVAL OF KING AND KING ARCHITECT AGREEMENT**
- APPROVAL OF KENNEY GEOTECHNICAL PROPOSAL**
- APPROVAL OF BERNARD DONEGAN, INC. CONTRACT**
- APPROVAL OF 2016-17 ONEIDA COUNTY SHERIFF’S SRO AGREEMENT**
- APPROVAL OF 2016-17 YMCA BEFORE AND AFTER SCHOOL CARE**
- APPROVAL OF 2016-17 ONEIDA-HERKIMER-MADISON BOCES AGREEMENT**
- APPROVAL OF 2016-17 AGREEMENT FOR CURRICULUM AND TRAINING**
- APPROVAL OF 2016-17 TRANSPORTATION REQUESTS**
- APPROVAL OF CHIEF SCHOOL EMERGENCY RESPONSE OFFICER**
- APPROVAL OF CHEMICAL HYGIENE DESIGNEE**
- 2016-17 DIGNITY ACT COORDINATOR APPOINTMENT**
- CONDOLENCE**
- LEAVES OF ABSENCE**
- RESIGNATIONS**
- APPOINTMENTS**

AMENDED APPOINTMENT
2016-17 BUS DRIVER AND ATTENDANT ROUTE TIME ADJUSTMENTS
SUBSTITUTE TEACHERS
2016-17 COACHING APPOINTMENTS

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

It is recommended that the following tax collection helpers for the 2016-17 school year at the rate of \$11.73/hr. be approved:

- Mary Kocyba
- Amelia Victor
- Mary Zacek

Approve the Award of Bid to Putrelo Building Enterprises in the amount of \$71,000.

Approve the contract with King and King for the 2016-17 Capital Outlay Project.

Approve the Kenney Geotechnical Engineering Proposal for Subsurface Investigation Services.

Approve the contract with Bernard P. Donegan, Inc. for the Capital Project financial consulting services

Approve the Oneida County Sheriff’s Department SRO agreement for the period of September 6, 2016 through June 30, 2017.

Approve the YMCA Before and After School Care Program agreement for the period of September 1, 2016 through June 30, 2017.

Approve the 2016-17 school year agreement with Oneida-Herkimer-Madison BOCES.

Approve the agreement with Rebecca Pisani for Curriculum and Training Consultation Services for the 2016-17 school year

Approve the following requests for transportation to private schools for the 2016-17 school year:

- | | | |
|--------------|--|-------------------------|
| (5) Children | Mr. & Mrs. Marvin D. Miller
10265 St. Rt. 365
Holland Patent, NY 13354 | Amish School, Route 274 |
| (2) Children | Mr. David Miller
10382 R. Rt. 365
Holland Patent, NY 13354 | Amish School, Route 274 |
| (2) Children | Mr. Dan D. Miller
10054 Korber Road
Holland Patent, NY 13354 | Amish School, Route 274 |
| (1) Child | Mr. Marvin Byler
9657 North Steuben Road
Remsen, NY 13438 | Amish School, Route 274 |

- | | | |
|--------------|--|-------------------------|
| (2) Children | Mr. Daniel L. Miller
8610 St. Rt. 274
Holland Patent, NY 13354 | Amish School, Route 274 |
| (1) Child | Mr. Allen Byler
8901 Thompson Road
Holland Patent, NY 13354 | Amish School, Route 274 |
| (2) Children | Mr. Eli Miller
9143 Fraser Road
Holland Patent, NY 13354 | Amish School, Route 274 |

Approve the Superintendent be appointed as the Chief School Emergency Response Officer for the 2016-17 school year.

Approve Kirk Smith as the Chemical Hygiene Designee for the 2016-17 school year.

Appoint Lisa Gentile as a Dignity Act Coordinator, which requires extensive training and reporting required by law, for the 2016-17 school year with a \$1,000 stipend.

Adopt the following resolution of condolence:

“The Board of Education of the Holland Patent Central School District Records with sorrow the passing of former teacher, Floyd West.”

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

Approve the request of Karen Szablewski for a leave of absence from her position as full-time elementary teacher for the 2016-17 school year starting approximately September 27, 2016.

Approve the request of Karen Gorea for an unpaid leave of absence from November 3, 2016 through November 15, 2016.

Approve the request of Mark Wengert for a leave of absence from his position as Senior Custodian effective August 31, 2016 pending his provisional appointment to the position of Head Custodian effective September 1, 2016.

Approve the request of Richard Hurlbut for a leave of absence from his position as Custodian effective August 31, 2016 pending his temporary appointment as Senior Custodian effective September 1, 2016.

Approve the request of Alexandra Kiernan to resign from her position as long term substitute elementary teacher effective August 23, 2016

Approve the request of Susan Pinto to resign from her position as Teacher Assistant effective August 23, 2016.

Approve the request of John Richard to resign as the Fall Strength Coach effective August 23, 2016.

Approve the request of Michael Sinacore to resign from his position as volunteer football coach pending his appointment to the position of Modified Football Assistant Coach effective August 23, 2016.

Approve the amended appointment as follows:

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 2016-17 salary Step D 15 (\$52,419) plus Masters (\$800), plus 3 credit hours (\$66) for a total salary of \$ (\$53,285 prorated). This appointment is for the period of July 1, 2016 through June 30, 2017.

Approve the bus driver and attendant route time changes as follows:

Bus Driver times that need to be increased or decreased for the 2016-17 year:

Brown, Fred	154 days @ 4.58 hrs. /33 days @ 1.50 hrs.
Carnright, Brenda	increased to 7.0 hrs.
Crescent, Colene	decreased to 5.75 hrs.
Grossi, Robert	increased to 5.33 hrs.
Lyons, Maryellen	decreased to 5.67 hrs.
Mazur, Kathleen	decreased to 6.25 hrs.
Smith, Roberta	increased to 5.25 hrs.
Synakowski, Thomas	decreased to 5.33 hrs.
Teft, Ronald	decreased to 1.5 hrs.
Walker, Christine	increased to 5.75 hrs.

School Bus Attendant times to be decreased for the 2016-17 year:

Hurley, Laura	decreased to 2.00 hrs.
Montroy, Nina	decreased to 4.67 hrs.

Approve the substitute teacher appointments for the 2016-17 year as follows:

Certified \$100/day; increased to \$110/day after working 20 days in the district:

Cherie Savery
 9976 Coombs Road
 Holland Patent, NY 13354

Sharon Hannon
 10403 North Steuben Road
 Remsen, NY 13438

Francesca Grimmer
 9328 Roberts Road
 Sauquoit, NY 13456

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

Coach	Sport	%	Salary
Michael Sinacore	Modified Football Assistant	6%	\$1,951.50
Rachel Bunker	Modified Field Hockey	6%	\$1,951.50
Jamie Furlong	Modified Football Head Coach	5%	\$1,626.25

Sarah Stock-Stephens	Boy's Modified Soccer	4%	1,301.00
Tom Ramos	Football Volunteer		n/a
Cecil Morris	Football Volunteer		n/a
Melissa Dousharm	Cheerleading Volunteer		n/a

Yes 5
No 0 Motion carried

16-61

ENCLOSURES

1. Memo to staff regarding opening of school
2. Memo to staff regarding sex offenders from Dr. Davis.
3. 2016-17 Policy Committee Meeting Dates and Policies
4. Letters to Middle School Parents from Ms. Gentile and Mr. Massoud
5. OMH-SBI "Fiscal Oversight Training (FOT)" training
6. Thank you to Town of Trenton Supervisor and Highway Superintendent

There were no comments on enclosures.

16-62

EXECUTIVE SESSION

At 6:40 p.m. Everett Stalker made the motion, seconded by Michael Garrett, 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 People
4. Legal Matter

Yes 5
No 0 Motion carried

At 6:42 p.m. the Board entered Executive Session.

At 6:50 p.m. the Board returned to open session for a presentation by H. R. Beebe regarding Capital Project updates.

At 7:07 p.m. the Board re-entered Executive Session.

At 8:25 the Board returned to open session.

16-63

APPOINTMENTS

Michael Garrett made the motion, seconded by Everett Stalker 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 **Marriah Gough**, 6119 Creek Road, Oneida, NY 13421 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 Marriah Gough be paid on Step 6 (\$18,206) plus .15% Bachelor's Degree (\$2,730.90) for a total salary of \$20,936.90 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 **Deanna Polera**, 510 Ashland Avenue, Utica, NY 13502 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 Deanna Polera be paid on Step 8 (\$19,564) plus .15% Bachelor's Degree (\$2,934.60) for a total salary of \$22,498.60 effective September 1, 2016.

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 **Justin Eberley**, 2 Dewey Avenue, Whitesboro, New York, who holds a New York State Professional Certificate #XXXXXXX in General Science 7-12, and Professional Biology 7-12 to the position of General Science teacher, for a probationary period of four (4) years in the tenure area of General Science 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 Justin Eberley be paid on Step C-20 (\$57,915) plus two top of columns (\$3,066) for a total salary of \$60,981 effective September 1, 2016.

BE IT RESOLVED, that **Carmella Rizzo**, 512 Fenton Terrace, Boonville, New York 13309 be appointed as a long term teacher assistant substitute at Holland Patent Elementary and be paid on Step 7 (\$18,885) plus .15% Bachelor's Degree (\$2,730.90) for a total salary of \$21,615.90. This position is for the 2016-17 school year.

BE IT RESOLVED, that **Jennifer Harvey**, 801 Utica Road, Utica, New York 13502 be appointed as a long term teacher substitute at Holland Patent Elementary and be paid on Step A-7 for a salary of \$36,272. This position is for the 2016-17 school year.

Approve the appointment of **Amy Boshart** to the position of Teacher Aide, 10 month position, 6.5 hours per day, Step 2 at a rate of \$11.37 per hour. This position is currently located at the General William Floyd Building as a 1:1 Teacher Aide position.

Approve the permanent appointment of **Mrs. Jill Seelman** to the position of Custodian, 12 months, 8 hrs./day at a rate of \$12.34 per hour effective June 2, 2016.

Approve the appointment of **Mark Wengert** to the position of Provisional Head Custodian, 12 month, 8 hours per day, Step 27 at a rate of \$25.66 per hour, Schedule. A.

Approve the appointment of **Richard Hurlbut**, to the position of Temporary Senior Custodian, 12 month, 8 hours per day, Step 4 at a rate of \$14.55 per hour, Schedule B.

Approve the following non-instructional substitutes effective September 6, 2016 as follows:

Substitute Bus Driver, 90% of Step 1, \$15.63/hr.

Evelyn Mierek
9420 Main Street
Holland Patent, NY 13354

Substitute School Bus Attendant, 90% of Step 1, \$10.02/hr.

Evelyn Mierek
9420 Main Street
Holland Patent, NY 13354

Substitute Teacher Aide, 90% of Step 1, \$10.02/hr.

Michele Halpin
159 Hayes Circle
Barneveld, NY 13304

Yes 5
No 0 Motion Carried

16 - 64 **PARENT APPEAL OF DISCIPLINE DECISION**

Michael Garrett made the motion, seconded by Everett Stalker to uphold the Superintendent's discipline recommendation.

Yes 5
No 0 Motion Carried

16 -65 **ADJOURNMENT**

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

Yes 5
No 0 Motion Carried

Meeting was adjourned at 8:26 p.m.

Next Board meeting is September 14, 2016 at 7:00 p.m.

Donna Grems
Deputy Clerk