

**APPROVED MINUTES
HOLLAND PATENT CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
WEDNESDAY, JULY 27, 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 Wednesday, July 27, 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
Mike Garrett

ALSO PRESENT

James DeAngelo
Kristin Casab
Donna Grems

Cheryl Venettozzi, Assistant Superintendent
Nancy Nowicki, Assistant Superintendent
Marie Perry, District Clerk

MEMBERS ABSENT

Avery Crossley, Student Rep.
Kathleen M. Davis, Superintendent of Schools

VISITORS

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PLEDGE OF ALLEGIANCE

UPCOMING DATES

August 22, 2016 (Monday)

Board of Education Meeting
Annex Board Room, 6:00 p.m.

16-23 **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 12, 2016.

Yes – 5
No - 0 Motion carried

16-24 **VISITORS**

There were no comments from visitors.

16-25 **CORRESPONDENCE**

There was no correspondence.

16-26 **BOARD FORUM**

Mrs. Evans requested to pull #8 (Leaves of Absence) from consent and #9 (Appointments) from consent for executive session. Mr. Allen requested to pull #7 (Accelerate Agreement) from consent. Mrs. Kelly requested to pull #3 (Budget Transfers) from consent and #5 (Job Description) from consent for executive session.

16-27 **DISTRICT UPDATE**

Dr. Venettozzi reviewed enclosures in the packet including the Board Member Fiscal Oversight Workshop information for fall, the updated board committee list, meeting dates for the 2016-17 SY as well as the feasibility meeting on September 28th.

16-28 **COMMITTEE REPORTS**

There were no committee reports.

16-29 **BILL SCHEDULES**

Everett Stalker made the motion, seconded by Richard Allen, to accept for payment bill schedule #19, General Fund in the amount of \$291,809.36, for the period ending July 27, 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 for payment bill schedule #17 School Lunch Fund in the amount of \$1,033.40, for the period ending July 27, 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 for payment bill schedule #16, Federal Funds in the amount of \$1,690.21, for the period ending July 27, 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 for payment bill schedule #17, Capital Project in the amount of \$223,746.83, for the period ending July 27, 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 for payment bill schedule #15, Trust & Agency in the amount of \$420,588.25, for the period ending July 27, 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 for payment bill schedule #18, Capital Project in the amount of \$60,709.06, for the period ending July 27, 2016 and make it a matter of record.

Yes – 5

No - 0 Motion carried

16-30 **TREASURER'S REPORT**

Everett Stalker made the motion, seconded by Richard Allen, to approve the Treasurer's Report for the period ending June 30, 2016 and made a matter of record.

Yes – 5

No - 0 Motion carried

16-31 **APPROVAL OF 2015-16 BUDGET TRANSFERS**

Dr. Venettozzi fielded questions from Mrs. Kelly and the board regarding the transfer process.

Everett Stalker made the motion, seconded by Richard Allen to approve the Budget Transfers #4 for the period ending June 30, 2016.

Yes – 5

No - 0 Motion carried

16-32 **APPOINTMENT OF AUDIT COMMITTEE MEMBER**

Everett Stalker made the motion, seconded by Richard Allen to appoint the following to serve as a member of the Audit Committee effective July 28, 2016: John McGuire, 8733 Thompson Road, Holland Patent, NY 13354.

Yes – 5

No - 0 Motion carried

16-33 **APPROVAL OF 2016-17 UPSTATE CEREBRAL PALSY (UCP) AGREEMENT**

Everett Stalker made the motion, seconded by Richard Allen to approve the 2016-17 Upstate Cerebral Palsy (UCP) Agreement.

Yes – 5

No - 0 Motion carried

16-34 **APPROVAL OF 2016-17 ACCELERATE AGREEMENT**

Dr. Venettozzi fielded questions from the board with regard to the contract. The facility is being used while our weight room is under construction. It was requested that transportation costs and scheduling be reported at the next meeting.

Everett Stalker made the motion, seconded by Richard Allen to approve the 2016-17 Accelerate Family Track and Fitness Agreement in the amount of \$1,800 with the effective date amended to be effective July 22, 2016 through June 30, 2017.

Yes – 5

No - 0 Motion carried

16-35

LEAVES OF ABSENCE

Everett Stalker made the motion, seconded by Richard Allen to accept the request of Eileen Bates for a leave of absence from her position as full time elementary teacher for the 2016-17 school year pending her appointment as a .5 elementary teacher.

Accept the request of Avery Evans for a leave of absence from her position as teaching assistant for the 2016-17 school year pending her appointment as a long term substitute elementary teacher.

Yes – 4

Abstain – Karen Evans

No - 0 Motion carried

16-36

RESIGNATION

Everett Stalker made the motion, seconded by Richard Allen to approve the request of Leanna Guerrieri to resign from her position as music teacher effective July 27, 2016.

Yes – 5

No - 0 Motion carried

16-37

2016-17 BUS BID AWARD

2016-17 COACHING/VOLUNTEER APPOINTMENTS

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

Approve the following bus bid award at his 2016-17 contract rate per hour (\$17.37) effective September 1, 2016: Frederick Herringshaw, Increase to 5 hours 20 minutes per day; Route 205V.

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

Coach	Sport		%	Salary
Brian Langley	Varsity Football Assistant	9% + 1% longevity	10	\$3,252.50
Jordan Swalgin	Varsity Football Assistant		9	\$2,927.25
Michael Sinacore	Varsity Football Volunteer			n/a

Yes – 5

No - 0 Motion carried

16-38 **EXECUTIVE SESSION**

At 6:25 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. The Employment History of Particular People

Yes – 5

No – 0 Motion Carried

At 6:32 p.m. the Board entered executive session.

At 7:00 p.m. the Board returned to open session.

16-39 **APPROVAL OF JOB DESCRIPTION**

Approve the job description for Middle School Dean of Students-10 month position effective July 27, 2016.

Yes – 5

No – 0 Motion Carried

16-40 **APPOINTMENTS**

Everett Stalker made the motion, seconded by Richard Allen to adopt the following resolutions 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 Kathleen M. Davis, Superintendent of Schools, does hereby appoint **Alicia Roscup**, 540 Main Street, Cold Brook, New York 13324, who holds a New York State Initial certificate #XXXXXXXX in Childhood Education (Gr. 1-6) to the position of Elementary Education; for a probationary period of four (4) years in the tenure area of Elementary Education (Gr. 1-6) 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. 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 Alicia Roscup be paid on Step C-7 (\$39,437) 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 **Alissa Ryczek**, 5283 Graham Road, Utica, New York 13502, who holds a New York State Initial certificate #XXXXXXX in Childhood Education (Gr. 1-6) to the position of Elementary Education; for a probationary period of four (4) years in the tenure area of Elementary Education (Gr. 1-6) 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. 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 Alissa Ryczek be paid on Step C-7 (\$39,437) 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 **Kara Kiehn**, 3898 Circle Drive, Oneida, New York, who holds a New York State Initial Certificate #XXXXXXX in Visual Arts, to the position of art teacher, for a probationary period of four (4) years in the tenure area of Art 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 Kara Kiehn be paid on Step C-9 (\$42,156) effective September 1, 2016.

BE IT RESOLVED, that **Alexandria Kiernan**, 7300 State Rt. 291, Stittville, New York 13469, be appointed as a long term substitute elementary teacher at Holland Patent Elementary School and be paid on C-6 (\$38,076). This appointment is for the anticipated period September 1, 2016 through June 30, 2017.

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 C13 (\$45,791) plus Masters (\$800), for a total salary of \$46,591 (prorated). This appointment is for the period of July 1, 2016 through June 30, 2017.

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 **Julie Giardullo**, 7713 Streiff Road, Rome, New York, 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 Julie Giardullo be paid on Step 6 (\$18,206) effective September 1, 2016.

BE IT RESOLVED, that **Michael Grider**, 1015 North James Street, Rome, New York, be appointed as a long term substitute teacher assistant at Holland Patent Middle School and be paid on Step 6 (\$18,206) plus .15% Bachelor's Degree (\$2,730.90) for a total salary of \$20,936.90. This appointment is for the period of September 1, 2016 through October 14, 2016.

BE IT RESOLVED, that **Scott Ruganis**, 23 Meadowbrook Drive, New Hartford, New York, be appointed as a long term substitute at the middle school as a teacher of Home and Careers and be paid on Step C-9 (\$42,156). This position is for the 2016-17 school year.

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 reassign **Lisa M. Gentile**, 134 Forest Street, Utica, New York 13501, who holds an Initial New York State Certificate permitting her to serve as a School Building Leader, to the twelve month position of Middle School Principal, in the tenure area of School Building Leader, for a probationary period which commenced on January 5, 2015 and is set to expire on January 4, 2018 pursuant to Section 3012 of the Education Law and in compliance with Part 30-1.3 of the Rules of the Board of Regents at a salary of \$93,704 effective August 1, 2016.

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 reassign **J. Andrew Massoud**, 21 Deerpath Drive, New Hartford, New York 13413, who holds an Initial New York State Certificate permitting him to serve as a School Building Leader, to the ten month position of Dean of Students effective August 1, 2016; in the tenure area of School Building Leader, for a probationary period which commenced on August 1, 2013 and is set to expire on July 31, 2017 pursuant to Section 3012 of the Education Law, in compliance with Part 30-1.3 of the Rules of the Board of Regents, and pursuant to agreement of April 2016 approved by the Board of Education on June 1, 2016, at a salary of \$99,326.24 during the 2016-17 school year. This twelve month salary will be prorated at the as a 10 month position effective July 1, 2017.

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 **Russell J. Ritzel**, 239 Main Street, Oriskany Falls, New York, who holds a New York State Initial Certificate #XXXX in Music, to the position of music teacher, for a probationary period of four (4) years in the tenure area of Music 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 Russell J. Ritzel be paid on Step A-7 (\$36,272) effective September 1, 2016.

Approve the appointment of Suzanne Ellis as deputy internal claims auditor effective July 20, 2016 at a salary of \$18.57/hour.

Approve the following substitute teacher appointments effective September 1, 2016:

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

Emily Bailey
1001 Valentine Avenue
Rome, NY 13440

Natalie Brown
PO Box 336
Barneveld, NY 13304

Helena Cunningham
PO Box 71
Hinckley, NY 13352

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

Amanda Hinman
6190 W. Carter Road
Rome, NY 13440

Amanda Macri
6428 Terese Terrace
Jamesville, NY 13078

Jessica Sbiroli
818 Buchanan Road
Utica, NY 13052

Yes – 5
No - 0 Motion carried

16-41 **APPOINTMENT**

Richard Allen made the motion, seconded by Mike Garrett to adopt the following resolution of appointment:

BE IT RESOLVED, that **Avery Evans**, 8082 Camroden Road, Rome, New York 13440, be appointed as a long term substitute elementary teacher at Holland Patent Elementary School and be paid on C-8 (\$40,797). This appointment is for the period September 1, 2016 through June 30, 2017.

Yes – 4
Abstain – Karen Evans
No - 0 Motion carried

16-42 **ENCLOSURES**

- School Board Institute Fiscal Oversight Training – upcoming board member workshop schedule
- 2016-17 Board of Education Committee assignments
- 2016-17 Board of Education Meeting schedule
- Feasibility Committee Meeting dates/topics

There were no comments on enclosures.

16-43 **ADJOURNMENT**

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

Yes – 5
No – 0 Motion Carried

Meeting was adjourned at approximately 7:03 p.m.

Next board meeting:
Monday, August 22, 2016 - 6:00 p.m.

Regular Meeting
Annex Conference Room

Marie E. Perry
District Clerk