

**APPROVED MINUTES  
HOLLAND PATENT CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
WEDNESDAY, SEPTEMBER 14, 2016  
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, September 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 (arrived at 7:06)  
Lydia Berez-Kelly  
Michael Garrett  
Avery Crossley, Student Rep.

**ALSO PRESENT**

Mary Beth Piejko  
Kristin Casab  
Ron Haier

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

**MEMBERS ABSENT**

**PLEDGE OF ALLEGIANCE**

**VISITORS**

5

**UPCOMING DATES**

September 15, 2016	Booster Club Meeting 7:30 p.m. – High School Library
September 16, 2016	Picture Day – High & Middle School
September 20, 2016	General William Floyd Open House
September 23, 2016	Middle School Dance 7 – 9:00 p.m.
September 27, 2016	Holland Patent Elementary Open House

16-70

**APPROVAL OF MINUTES**

Everett Stalker made the motion, seconded by Michael Garrett to approve the minutes of the Board of Education regular meeting on August 22, 2016.

Yes -4	Motion Carried
No - 0	

Everett Stalker made the motion, seconded by Michael Garret to approve the minutes of the Board of Education special meeting on August 31, 2016.

Yes – 4

No – 0

Motion carried

16-71 **VISITORS**

Wendy Bochniak shared a letter with the board regarding soccer team selection. Deb Roberts introduced herself as the Holland Patent American Legion Auxiliary President and spoke about the scholarships and awards they give out to HP students.

16-72 **CORRESPONDENCE**

None

16-73 **BOARD FORUM**

Lydia Berez-Kelly had a question regarding a couple of change orders on Item 9 so it will be pulled from consent.

Michael Garrett had a question regarding Item 5 and Item 6

Consent items will be Items 4, 7, 8 and 10-14

16-74 **DISTRICT UPDATE**

Kathy Davis introduced representatives from Siemens. They reviewed the energy performance report from July 2015 through June 2016 with the amount saved with all of the energy updates. Kathy thanked them for coming to speak with the Board.

16-75 **COMMITTEE REPORTS**

There were no committee reports.

16-76 **BOARD OF EDUCATION GOALS**

After some discussion, the goals were tabled until the September 28, 2016 board meeting.

16-77 **BILL SCHEDULES**

Everett Stalker made the motion, seconded by Rick Allen, to accept the payment bill schedule #2, General Fund in the amount of \$212,538.68, for the period ending September 14, 2016, and make it a matter of record.

Yes 5

No 0

Motion carried

Everett Stalker made the motion, seconded by Rick Allen, to accept the payment bill schedule #2, School Lunch Fund in the amount of \$1,861.30 for the period ending September 14, 2016, and make it a matter of record.

Yes 5

No 0

Motion carried

Everett Stalker made the motion, seconded by Rick Allen, to accept the payment bill schedule #2, Federal Funds in the amount of \$675.00, for the period ending September 14, 2016, and make it a matter of record.

Yes	5	
No	0	Motion carried

Everett Stalker made the motion, seconded by Rick Allen, to accept the payment bill schedule #2, Capital Project in the amount of \$1,069,828.38, for the period ending September 14, 2016, and make it a matter of record.

Yes	5	
No	0	Motion carried

Everett Stalker made the motion, seconded by Rick Allen, to accept the payment bill schedule #2, Trust and Agency in the amount of \$421,338.62, for the period ending September 14, 2016, and make it a matter of record.

Yes	5	
No	0	Motion carried

16-78

### **DIGNITY ACT COORDINATORS**

It is recommended that the following 2016-17 Dignity Act Coordinators, which require intensive training and reporting required by law, be appointed:

\$1,000.00	Russell Stevener
\$1,000.00	Kristin Casab
\$1,000.00	James DeAngelo
\$1,000.00	Mary Beth Piejko
\$1,000.00	Cheryl Venettozzi

Yes	5	
No	0	Motion Carried

16-79

### **ATLANTIC TESTING ADDENDUM I**

Everett Stalker made the motion, seconded by Richard Allen, to approve the Atlantic Testing Laboratories No. UT998-342X-03-16 Addendum Agreement for additional services on August 16, 2016.

Yes	5	
No	0	Motion carried

16-80

### **APPROVAL OF RITE AID INFLUENZA VACCINE PROGRAM**

Everett Stalker made the motion, seconded by Richard Allen to approve the agreement with Rite Aid to provide immunizations with influenza vaccine for September 15, 2016 through April 30, 2017 be approved.

Yes	5	
No	0	Motion Carried

16-81

### **APPROVE CHANGE ORDERS**

Everett Stalker made the motion, seconded by Richard Allen to approve the following

Change Orders/Allowance Authorizations:

Change Order 03A-01, for PTL Roofing, decreasing the contract in the amount of \$36,200.00.

Change Order 03A-2, for PTL Roofing be charge against the allowance for \$22,010.

Change Order SC01-08, for CNY increasing the contract in the amount of \$29,870.

Change Order SC01-09, for CNY, increasing the contract in the amount of \$23,447.93.

Change Order SC01-10, for CNY, increasing the contract in the amount of \$22,631.84.

Change Order SC01-11, for CNY, increasing the contract in the amount of \$18,300.

Change Order SC01-12, for CNY, increasing the contract in the amount of \$18,129.

Change Order SC01-13, for CNY, increasing the contract in the amount of \$28,320.13.

Change Order SC01-14, for CNY, increasing the contract in the amount of \$14,282.29.

Change Order EC06-07, for Spencer Electric, increasing the contract in the amount of \$6,438.

Change Order EC06-08, for Spencer Electric, increasing the contract in the amount of \$2,179.51.

Change Order EC06-09, for Spencer Electric, decreasing the contract in the amount of \$1,095.00.

Change Order EC06-10, for Spencer Electric, increasing the contract in the amount of \$2,130.76.

Change Order EC06-11, for Spencer Electric, increasing the contract in the amount of \$13,050.00.

Change Order EC06-12, for Spencer Electric, increasing the contract in the amount of \$29,550.00.

Change Order 03A-02, for PTL Roofing, increasing the contract in the amount of \$22,010.00.

Change Order 03A-03, for PTL Roofing, decreasing the contract in the amount of \$2,990.00.

Change Order PC05-02, for Brandeles Corp., increasing the contract in the amount of \$1,095.00.

Change Order RCQ3B-02, for EV Roofing, decreasing the contract in the amount of \$10,000.

Change Order HC04-04, for Schmaltz Mechanical Contractors, increasing the contract in the amount of \$8,651.00.

Change Order GC-02-07, for Richard E. Alexander Co., increasing the contract in the amount of \$7,387.00.

Change Order GC02-08, for Richard E. Alexander Co., increasing the contract in the amount of \$13,981.00.

Change Order GC02-09 for Richard E. Alexander Co., increasing the contract in the amount of \$19,252.00.

Change Order GC-02-10, for Richard E. Alexander Co., increasing the contract in the amount of \$25,198.00.

Change Order GC-02-11, for Richard E. Alexander Co., increasing the contract in the amount of \$190.00.

Yes	5	
No	0	Motion carried

16-82

**CERTIFICATION OF LEAD EVALUATORS**  
**RE-ESTABLISH RESERVE FOR RETIREMENT CONTRIBUTIONS**  
**SINGING HILLS BUS REQUEST**  
**2016-17 TRANSPORTATION REQUESTS (AMISH)**  
**RESIGNATIONS**  
**AMENDED APPOINTMENT**  
**APPOINTMENTS**  
**NON-INSTRUCTIONAL APPOINTMENTS**

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

Adopt the following resolutions for the Certification of Lead Evaluators effective September 15, 2016:

- A. WHEREAS, the Board of Education has been provided evidence that **Russell Stevener** has completed training which meets the requirements of § NYCRR 30-2.9 and the Holland Patent Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of teachers, therefore

BE IT RESOLVED, that, upon recommendation of the Kathleen M. Davis, Superintendent of Schools, **Russell Stevener** be certified as a Lead Evaluator of teachers.

- B. WHEREAS, the Board of Education has been provided evidence that **Lisa Gentile** has completed training which meets the requirements of § NYCRR 30-2.9 and the Holland Patent Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of teachers, therefore

BE IT RESOLVED, that, upon recommendation of the Kathleen M. Davis, Superintendent of Schools, **Lisa Gentile** be certified as a Lead Evaluator of teachers.

- C. WHEREAS, the Board of Education has been provided evidence that **Kristin Casab** has completed training which meets the requirements of § NYCRR 30-2.9 and the Holland Patent Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of teachers, therefore

BE IT RESOLVED, that, upon recommendation of the Kathleen M. Davis, Superintendent of Schools, **Kristin Casab** be certified as a Lead Evaluator of teachers.

- D. WHEREAS, the Board of Education has been provided evidence that **James DeAngelo** has completed training which meets the requirements of § NYCRR 30-2.9 and the Holland Patent Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of teachers, therefore

BE IT RESOLVED, that, upon recommendation of the Kathleen M. Davis, Superintendent of Schools, **James DeAngelo** be certified as a Lead Evaluator of teachers.

- E. WHEREAS, the Board of Education has been provided evidence that **Mary Beth Piejko** has completed training which meets the requirements of § NYCRR 30-2.9 and the Holland Patent Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of teachers, therefore

BE IT RESOLVED, that, upon recommendation of the Kathleen M. Davis, Superintendent of Schools, **Mary Beth Piejko** be certified as a Lead Evaluator of teachers.

WHEREAS, the Board of Education has been provided evidence that **Kathleen M. Davis, Superintendent of Schools**, has completed training which meets the requirements of § NYCRR 30-2.9 and the Holland Patent Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of administrators and teachers, therefore

BE IT RESOLVED, that **Kathleen M. Davis, Superintendent of Schools** be certified as a Lead Evaluator of administrators and teachers.

WHEREAS, the Board of Education has been provided evidence that **Nancy Nowicki, Assistant Superintendent of Curriculum & Instruction**, has completed training which meets the requirements of § NYCRR 30-2.9 and the Holland Patent Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of administrators and teachers, therefore

BE IT RESOLVED, that **Nancy Nowicki, Assistant Superintendent of Curriculum & Instruction** be certified as a Lead Evaluator of administrators and teachers.

Approve the following resolution to re-establish the reserve for Retirement Contribution Reserve be adopted:

**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 1.3 million dollars 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 September 1, 2016.

Approve the request from the Singing Hills Senior Day Club for the use of a school bus for day trips to the Turning Stone Casino on the following dates: October 24, 2016, November 28, 2016 and December 26, 2016 be approved.

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

(2) Children	Mr. Daniel Miller, Jr. 8029 Soule Road Holland Patent, NY 13354	Amish School, Camroden Rd.
(4) Children	Mr. Daniel Miller, Jr. Camroden Road Rome, NY 13440	Amish School, Camroden Rd.
(6) Children	Mr. Daniel Miller, Jr. 8228 Soule Road Holland Patent, NY 13354	Amish School, Camroden Rd.
(3) Children	Mr. Daniel D. Miller, Jr. 7766 Soule Road Rome, NY 13440	Amish School, Camroden Rd.
(4) Children	Mr. Daniel D. Miller, Jr. 10227 State Route 274 Westernville, NY 13486	Amish School, Camroden Rd.
(1) Child	Mr. Daniel D. Miller, Jr. 8355 Soule Road Holland Patent, NY 13354	Amish School, Camroden Rd.

Approve the request of Marriah Gough to resign from her position as Teacher Assistant effective September 15, 2016.

Approve the request of Michael Grider to resign from his position as Teacher Assistant effective September 23, 2016.

Approve the request of Carmella Rizzo to resign from her position as Teacher Assistant effective October 13, 2016.

Approve the request of Michael Sinacore to resign from his position as Modified Football Coach effective September 15, 2016.

**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 (\$198) for a total salary of \$53,417 (prorated). This appointment is for the period of July 1, 2016 through June 30, 2017.

**BE IT RESOLVED**, that **Kristin Casab** be approved as a mentor for Tamara Barbour, Assistant Principal/Athletic Director at a stipend of \$3,750 for the 2016-2017 school year.

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

<b>Coach</b>	<b>Sport</b>	<b>%</b>	<b>Salary</b>
Thomas Howard	Modified Football Assistant (split) with Cecil Morris	2.5%	\$813.13

Approve the following tax collection helper for the 2016-17 school year at the rate of \$11.73/hr. be approved:

Joan Schwertfeger  
7970 Old Floyd Road  
Rome, NY 13440

Approve the appointment of Marie Perry as a substitute, as needed, in the position of Confidential Secretary to the District Superintendent at a rate of \$32.00 per hour effective September 15, 2016.

Approve Reynold Szarek be as a High School Home Instruction Teacher at a stipend of \$32.53 per hour for the 2016-2017 school year.

Approve Russell Ritzel be as the High School Vocal Ensemble Teacher at a stipend of \$1,951.50 and as a High School Chaperone and Other Events at a stipend of \$60 per event for the 2016-17 school year.

Approve Kathleen Tierno as the Middle School after school supervision teacher at the AIS rate of \$40.66 as outlined in the HPTA contract for the 2016-17 school year.



**BE IT RESOLVED**, that **Nicole Rasmussen**, 2016 Holly Street , Rome, New York be appointed as a long term teacher school social worker at Holland Patent Central School and be paid on Step C-20 (\$57,915) plus 3 hours (\$198) for a total salary of \$58,113. This position is for the 2016-17 school year.

Approve the following non-teaching resolution of appointment:

**Substitute Teacher Aide, 90% of Step 1, \$10.02 per hour**  
**Substitute Food Service Helper, 90% of Step 1, \$9.00 per hour**  
**Substitute Library Aide, 90% of Step 1, \$10.02 per hour**  
**Substitute Office Specialist I, 90% of Step 1, \$10.72 per hour**  
**Substitute School Monitor, 90% of Step 1, \$10.02 per hour**

Ms. Sonya Ellinger  
 9093 Main Street  
 Stittville, NY 13469

Yes	5	
No	0	Motion Carried

16-83      **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

16-84      **ENCLOSURES**

- **Thank you to Foothills from Mrs. Casab**
- **Class Enrollment Numbers**
- **Energy Performance Assurance Report**
- **Oneida-Madison-Herkimer Counties School Boards Institute Meeting Information**

16-85      **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 7:48 p.m.

*Next Board meeting is September 28, 2016 at 7:00 p.m.*

Donna Grems  
 Board Clerk