

**APPROVED MINUTES
HOLLAND PATENT CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
WEDNESDAY, NOVEMBER 9, 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, November 9, 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 Representative

Kathleen M. Davis, Superintendent of Schools
Nancy Nowicki, Assistant Superintendent
Jason Evangelist, Incoming Superintendent
Donna Grems, District Clerk

ABSENT

Cheryl Venettozzi, Assistant Superintendent

VISITORS

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PLEDGE OF ALLEGIANCE

POSITIVE THOUGHTS

Dennis Geer, Head of Buildings and Grounds, and Dr. Cheryl Venettozzi sent thank you letters to custodians and maintenance staff for preparing our facility for homecoming weekend events. Those receiving letters included: Robert Shepard, Kyle Kennerknecht, Jeffrey Cardinal, Michael Gillett, John Brown, Jill Seelman, and Julie Rees.

Dennis Geer, Head of Buildings and Grounds, sent thank you notes to the High School Custodians as faculty, staff, and visitors have made compliments on how clean and well maintained the High School Building appears. Those receiving letters were: John Brown, Rich Hurlbut, Jill Seelman, Julie Rees, and Alan Wilson.

Mrs. Casab, Principal, Gen. Wm. Floyd Elementary School, sent thank you letters to volunteers for the Picture Day at GWF. Those receiving letters included: Nicole Purdy, Heidi Hill, Laura Wilson, Amy Rightmier, Lisa Briggs, Cherie Savery, Tami Hoag, and Heather Perretta.

Mrs. Casab, Principal, Gen. Wm. Floyd Elementary School, sent thank you letters to volunteers for the Grandparents Sweets and Treats. Those receiving letters included: Aryn Homer, Stacey Stroble, Jessica Pruckno, Heather Perretta, Danielle Biro, Danielle Johnson, Allison Jackson, Kara Eaton, Laura Wilson, Renee Daniels, Jeredy Hawkins, Peggy Bathrick, Lisa Dousharm, Megan Southwick, Tonya Calendra-Horton, Lydia Kelly, Katie Clark, Cherie Savery, and Matia Rosado.

UPCOMING DATES

November 10, 2016

HS/MS Picture Retakes
10 Week Marking Period

November 11, 2016

Veteran's Day – Holiday

November 14, 2016	Elem. Parent-Teacher Conferences Dismissal at 11:00
November 15, 2016	Middle School Character Education Breakfast 7:30 a.m. – Middle School Cafeteria Holland Patent Elementary Character Education Recognition 1:15 p.m.
November 17, 2016	Sports Booster Meeting – High School 7:30 p.m. HPE/GWF Picture Retakes
November 22, 2016	High School Character Education Breakfast 7:45 High School Cafeteria Go Home Early Drill – 15 min. early
November 23 – 25, 2016	Thanksgiving Recess
November 28, 2016	Elem. Parent-Teacher Conferences Dismissal at 11:00
December 1, 2016	PTA meeting – HPE 7:00 p.m.
December 3, 2016	High School Snow Ball Dance – 7:00 p.m.
December 6, 2016	Middle School Winter Concert – 7:00 p.m. HS
December 8, 2016	Elementary Winter Concert – 6:00 HS
December 13, 2016	High School Winter Concert – 6:30 HS
December 14, 2016	Board of Education Meeting 7:00 p.m. – Annex Conference Room

16-128 **APPROVAL OF MINUTES**

Everett Stalker made the motion, seconded by Richard Allen to approve the minutes of the Board of Education regular meeting on October 12, 2016.

Yes – 5

No - 0

Motion carried

16-129 **VISITORS**

3

16-130 **CORRESPONDENCE**

Dr. Davis indicated that there were some change orders to send to King and King. Mr. Garrett asked how to prevent some of these change orders. Dr. Davis explained that some of them are found conditions during the projects and some are omissions.

16-131 **BOARD FORUM**

Karen Evans asked that we pull #12 (Instructional Appointments) and Everett Stalker asked for #7 to be pull #7 (Salary Reclassifications) from consent for questions.

Everett Stalker reported that he spoke at the National Honor Society Induction Ceremony and there were 35 inductees. He said went very well and was a great program.

Richard Allen reported that he went to the New York State School Board Association annual conference last week and attended many of the conference programs. He said it was a very nice conference but thought the cost was a little high.

16-132 **DISTRICT UPDATE**

Mr. Jason Evangelist, our incoming Superintendent, gave a presentation on the ESSA (Every Student Succeeds Act). This will go into effect starting with the 2017-18 school year.

16-133 **COMMITTEE REPORTS**

There were no committee reports.

16-134 **BILL SCHEDULES**

Everett Stalker made the motion, seconded by Richard Allen, to accept for payment bill Schedule #5, General Fund in the amount of \$177,784.51, for the period ending November 9, 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 #5, School Lunch Fund in the amount of \$26,706.48, for the period ending November 9, 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 #5, Federal Funds in the amount of \$8,191.00, for the period ending November 9, 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 #5, Capital Project in the amount of \$27,955.50, for the period ending November 9, 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 #5, Trust and Agency in the amount of \$428,127.59, for the period ending November 9, 2016 and make it a matter of record.

Yes – 5
No - 0 Motion carried

16-135 **TREASURER'S REPORT**

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

Yes – 5

No - 0

Motion carried

16-136 **BOARD OF EDUCATION GOALS**
APPROVAL OF ATHLETIC POLICY #6140
APPROVAL OF CHANGE ORDERS
APPROVAL OF TAX CORRECTIONS/REFUNDS
APPROVAL OF TRANSPORTATION
APPROVAL OF OUT OF STATE CLASS TRIP
RESOLUTIONS FOR THE CERTIFICATION OF LEAD EVALUATORS
LEAVE OF ABSENCE
AMENDED COACHING APPOINTMENT
CO-CURRICULAR APPOINTMENT
NON-INSTRUCTIONAL APPOINTMENTS

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

Approve the Change Order GC02-16, for Richard E. Alexander Co. Inc., decreasing the contract in the amount of \$ 839.00 to provide credit for remaining brick allowance not used.

Approve the Change Order EC06-15, for SC Spencer Electric, Inc. increasing the contract amount in the amount of \$2,346.92 to run new power and data in new Principal and Assistant Principal Offices at the HS per JD-E9.

Accept the following Tax Refunds:

Owner Name	Town	Tax map ID	Original/ Corrected	Assessment	2015-16 Tax Rate	Tax	Correction
Joseph Buczek & JoAnne Clawson	Floyd	192.000-1-60	Original	\$120,000	21.832969	\$2,619.96	-
			Corrected	\$78,000	21.832969	\$1,702.97	\$ 470.97
Library Taxes							
Joseph Buczek & JoAnne Clawson	Floyd	192.000-1-60	Original	\$120,000	0.053589	\$6.43	
			Corrected	\$78,000	0.53589	\$4.18	\$4.18

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

- | | | |
|--------------|------------------------------------------------------------------------|----------------------------|
| (3) Children | Billy and Emma Miller
8302 Skutnik Road
Holland Patent, NY 13354 | Amish School, Camroden Rd. |
| (1) Child | Laura Miller
8355 Kotary Road
Holland Patent, NY 13354 | Amish School, Camroden Rd. |

Approve the senior class trip to Boston, MA scheduled for June 9 - 10, 2017.

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

A. WHEREAS, the Board of Education has been provided evidence that **David Langone** 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, **David Langone** be certified as a Lead Evaluator of teachers.

Approve the request of Karen Szablewski for an amended leave of absence from her position as an elementary teacher be extended to November 10, 2016.

Amend the following coaching appointment for the 2016-17 school year:

Coach	Sport		%	Salary
Christian Misner	Girls Mod. Basketball	6 +1 longevity	7%	\$2276.75

Approve the request of Elizabeth Hasseler to amend her position as advisor of the High School STEM Club to co-advisor of the High School STEM Club.

Elizabeth Hasseler	STEM Co-Advisor	1% (2% split)	\$ 325.25
Kirk Smith	STEM Co-Advisor	1% (2% split)	\$ 325.25

Approve an increase in hours for **Patricia Cristman**, Office Specialist I, from 7 hours per day to 8 hours per day effective November 10, 2016.

Approve the appointment of **Michael Robinson**, 105 Sunray Terrace A, Oriskany, NY 13424, to the position of Custodian, 12 months, 8 hours per day, at a rate of \$12.34 per hour (Schedule B, Step 1) and for a probationary period of 26 weeks effective November 14, 2016.

Approve the following substitute teacher appointment effective November 10, 2016:

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

Kaitlyn Mytych
10627 Doyle Road
Utica, NY 13502

Approve the following non-instructional substitutes at 90% of Step 1, effective Nov. 9, 2016, as follows:

<u>Substitute Food Service Helper</u>	<u>\$9.00/hr.</u>
Ms. Mindy Minnig 9074 Cemetery Road Holland Patent, NY 13354	

Approve the following non-instructional cleaner substitute at an **amended** rate of \$ 14.49 per hour effective October 13, 2016.

Mr. Robert Stropp
7806 Park Avenue, PO Box 467
Holland Patent, NY 13354

16-137

SALARY RECLASSIFICATIONS

Everett Stalker had a question regarding the process for reclassification and the Top of Column (TOC) and how they are calculated. Dr. Davis explained the process. Everett Stalker made the motion seconded by Richard Allen, to approve the following salary reclassifications retroactive to September 1, 2016:

NAME	FROM STEP	CURRENT SALARY	Eff. 10/2016	TO STEP	NEW SALARY
Almy, Jennifer	B-19	\$54,255.00	24 hrs.	C-20	\$57,915.00
OT -	TOC 1112	1,484.00		TOC 1112	1,484.00
	TOC 1213	1,504.00		TOC 1213	1,504.00
	TOC 1314	1,530.00		TOC 1314	1,530.00
	TOC 1415	1,280.00		TOC 1415	1,280.00
	TOC 1516	1,425.00		TOC 1516	1,425.00
	TOC 1617	1,425.00		TOC 1617	n/a
				9 hrs. @ \$66	594.00
		\$62,903.00			\$65,732.00
Arcuri, Kristine	D-18	\$56,671.00	3 hrs.	D-18	\$56,671.00
Elem - GWF	Masters	800.00		Masters	800.00
				3 hrs. @ \$66	198.00
		\$57,471.00			\$57,669.00
Arcuri, Michael	D-19	\$58,201.00	3 hrs.	D-19	\$58,201.00
Health - HS	Masters	800.00		Masters	800.00
				3 hrs. @ \$66	198.00
		\$59,001.00			\$59,199.00
Armitage, Lisa	D-21	\$61,687.00	6 hrs.	D-21	\$61,687.00
Elem - GWF	Masters	800.00		Masters	800.00
	TOC 1314	1,894.00		TOC 1314	1,894.00
	TOC 1415	1,644.00		TOC 1415	1,644.00
	TOC 1516	1,644.00		TOC 1516	1,644.00
	TOC 1617	1,644.00		TOC 1617	1,644.00
	Career Inc.	2,750.00		Career Inc.	2,750.00
	6 hrs. @ \$66	396.00		12 hrs. @ \$66	792.00
		\$72,459.00			\$72,855.00

Barnum, Michele	E-13	\$51,452.00	4 hrs.	E-13	\$51,452.00
Elem - GWF	Masters	800.00		Masters	800.00
	11 hrs. @ \$66	726.00		15 hrs. @ \$66	990.00
		\$52,978.00			\$53,242.00
Bates, Eileen	D-15	\$52,419.00	12 hrs.	E-15	\$54,396.00
Elem - HPE	Masters	800.00		Masters	800.00
prorate	3 hrs. @ \$66	198.00			
		\$53,417.00			\$55,196.00
Carey-Noonan, Shannon	C-19	\$56,132.00	6 hrs.	D-19	\$58,201.00
Reading - GWF	Masters	800.00		Masters	800.00
	12 hrs. @ \$66	792.00		3 hrs. @ \$66	198.00
		\$57,724.00			\$59,199.00
Carnevale, Anna	C-14	\$48,980.00	18 hrs.	D-14	\$50,952.00
Elem - HPE	Masters	800.00		Masters	800.00
	9 hrs. @ \$66	594.00		12 hrs. @ \$66	792.00
		\$50,374.00			\$52,544.00
Carroll, Laura	C-20	\$57,915.00	3 hrs.	C-20	\$57,915.00
	Masters	800.00		Masters	800.00
	TOC 1415	1,533.00		TOC 1415	1,533.00
	TOC 1516	1,533.00		TOC 1516	1,533.00
	TOC 1617	1,533.00		TOC 1617	1,533.00
	Career Inc.	1,375.00		Career Inc.	1,375.00
	3 hrs. @ \$66	198.00		6 hrs. @ \$66	396.00
		\$64,887.00			\$65,085.00
Chudow, Sarah	A-9	\$38,485.00	15 hrs.	B-9	\$40,464.00
Music	12 hrs. @ \$66	792.00		12 hrs. @ \$66	792.00
		\$39,277.00			\$41,256.00
D'Elisa, Pamela	D-21	\$61,687.00	15 hrs.	E-21	\$63,561.00
Elem - GWF	Masters	800.00		Masters	800.00
	Career Inc.	1,375.00		Career Inc.	1,375.00
		\$63,862.00			\$65,736.00

Evans, Avery	C-8	\$40,797.00	30 hrs.	E-8	\$44,071.00
Elem - GWF		\$40,797.00			\$44,071.00
Guerrero, Rebecca	D-17	\$55,253.00	3 hrs.	D-17	\$55,253.00
Spanish - HS	Masters	800.00		Masters	800.00
	9 hrs. @ \$66	594.00		12 hrs. @ \$66	792.00
		\$56,647.00			\$56,845.00
Harris, Cheryl	E-22	\$65,572.00	3 hrs.	E-22	\$65,572.00
SPED - MS	Masters	800.00		Masters	800.00
	NBC	800.00		NBC	800.00
	TOC 1617	1,761.00		TOC 1617	1,761.00
	Career Inc.	1,375.00		Career Inc.	1,375.00
	24 hrs. @ \$66	1,584.00		27 hrs. @ \$66	1,782.00
		\$71,892.00			\$72,090.00
Hast, Shawn	E-22	\$65,572.00	6 hrs.	E-22	\$65,572.00
MS	Masters	800.00		Masters	800.00
	Doctorate	800.00		Doctorate	800.00
	Career Inc.	2,750.00		Career Inc.	2,750.00
	57 hrs. @ \$66	3,762.00		63 hrs. @ \$66	4,158.00
		\$73,684.00			\$74,080.00
Healey, Kelly	D-18	\$56,671.00	9 hrs.	D-18	\$56,671.00
Reading - GWF	Masters	800.00		Masters	800.00
prorate				9 hrs. @ \$66	594.00
		\$57,471.00			\$58,065.00
Heiser, Jamie	E-16	\$55,920.00	6 hrs.	E-16	\$55,920.00
Elem - GWF	Masters	800.00		Masters	800.00
				6 hrs. @ \$66	396.00
		\$56,720.00			\$57,116.00
Horwat, Julie	D-18	\$56,671.00	6 hrs.	E-18	\$58,867.00
LMS - MS/HS	Masters	800.00		Masters	800.00
	9 hrs. @ \$66	594.00			
		\$58,065.00			\$59,667.00

Kupiec, Kourtney	D-8	\$42,434.00	3 hrs.	E-8	\$44,071.00
Math - HS	Masters	800.00		Masters	800.00
	12 hrs. @ \$66	792.00			
		\$44,026.00			\$44,871.00
Maline, Richard	C-20	\$57,915.00	9 hrs.	D-21	\$61,687.00
SPED - HPE	Masters	800.00		Masters	800.00
	TOC 1516	1,533.00		TOC 1516	1,533.00
	TOC 1617	1,533.00		TOC 1617	n/a
	6 hrs. @ \$66	396.00			
		\$62,177.00			\$64,020.00
Marlenga, Ashley	C-11	\$44,898.00	3 hrs.	C-11	\$44,898.00
Elem - GWF	Masters	\$800.00		Masters	\$800.00
				3 hrs. @ \$66	198.00
		\$45,698.00			\$45,896.00
Morgan, Tiffany	E-16	\$55,920.00	3 hrs.	E-16	\$55,920.00
Spanish - HS	Masters	\$800.00		Masters	\$800.00
				3 hrs. @ \$66	198.00
		\$56,720.00			\$56,918.00
Olney, Josh	C-16	\$51,752.00	3 hrs.	C-16	\$51,752.00
PE	Masters	\$800.00		Masters	\$800.00
	3 hrs. @ \$66	198.00		6 hrs. @ \$66	396.00
		\$52,750.00			\$52,948.00
Picente, Brian	B-6	\$36,549.00	15 hrs.	C-6	\$38,076.00
Music					
		\$36,549.00			\$38,076.00
Potempa, Jennifer	C-11	\$44,898.00	6 hrs.	C-11	\$44,898.00
Elem - GWF				Masters	\$800.00
	3 hrs. @ \$66	198.00		9 hrs. @ \$66	594.00
		\$45,096.00			\$46,292.00
Reynolds, Brittany	B-7	\$37,854.00	9 hrs.	C-7	\$39,437.00
Elem - HPE				Masters	800.00
	6 hrs. @ \$66	396.00			
	**eff. 9/1/15				
		\$38,250.00			\$40,237.00
Riemenschneider, John	D-16	\$53,837.00	6 hrs.	E-16	\$55,920.00
SS - HS	Masters	800.00		Masters	800.00
	9 hrs. @ \$66	594.00			
		\$55,231.00			\$56,720.00

Sheehan, Anne	E-21	\$63,561.00	9 hrs.	E-21	\$63,561.00
Elem - HPE	Masters	800.00		Masters	800.00
	Career Inc.	1,375.00		Career Inc.	1,375.00
	45 hrs. @ \$66	2,970.00		54 hrs. @ \$66	3,564.00
		\$68,706.00			\$69,300.00
Simpson, Michele	D-21	\$61,687.00	3 hrs.	D-21	\$61,687.00
Elem - GWF	Masters	800.00		Masters	800.00
	TOC 1617	1,644.00		TOC 1617	1,644.00
	Career Inc.	1,375.00		Career Inc.	1,375.00
	9 hrs. @ \$66	594.00		12 hrs. @ \$66	792.00
		\$66,100.00			\$66,298.00
Smith, Stacey	D-20	\$59,793.00	6 hrs.	D-20	\$59,793.00
SC-MS	Masters	800.00		Masters	800.00
		\$60,593.00		6 hrs. @ \$66	396.00
					\$60,989.00
Snyder, Jonathan	E-18	\$58,867.00	3 hrs.	E-18	\$58,867.00
Elem - HPE	Masters	800.00		Masters	800.00
	3 hrs. @ \$66	198.00		6 hrs. @ \$66	396.00
		\$59,865.00			\$60,063.00
Stay, Tina	D-17	\$55,253.00	12 hrs.	E-17	\$57,394.00
Elem - HPE	Masters	800.00		Masters	800.00
	3 hrs. @ \$66	198.00			
		\$56,251.00			\$58,194.00
Stockhauser, Eva	C-12	\$46,259.00	6 hrs.	D-12	\$48,119.00
Elem - HPE	Masters	800.00		Masters	800.00
	9 hrs. @ \$66	594.00			
		\$47,653.00			\$48,919.00
Szablewski, Karen	E-22	\$65,572.00	3 hrs.	E-22	\$65,572.00
Elem - HPE	Masters	800.00		Masters	800.00
	Career Inc.	2,750.00		Career Inc.	2,750.00
	69 hrs. @ \$66	4,554.00		72 hrs. @ \$66	4,752.00
	TOC 1415	1,761.00		TOC 1415	1,761.00
	TOC 1516	1,761.00		TOC 1516	1,761.00
	TOC 1617	1,761.00		TOC 1617	1,761.00
		\$78,959.00			\$79,157.00
Toussaint, Brenda	D-14	\$50,952.00	15 hrs.	E-14	\$52,924.00
SPED - HPE	Masters	800.00		Masters	800.00
		\$51,752.00			\$53,724.00

Weber, Jennifer	C-17	\$53,113.00	6 hrs.	D-17	\$55,253.00
Elem - GWF	Masters	800.00		Masters	800.00
	9 hrs. @ \$66	594.00			
		\$54,507.00			\$56,053.00

16-138

INSTRUCTIONAL APPOINTMENTS

Everett Stalker made the motion seconded by Richard Allen, to adopt the following resolution of appointment:

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 December 20, 2016 through January 31, 2017.

Yes – 5

No - 0

Motion carried

Everett Stalker made the motion seconded by Richard Allen, to adopt the following resolution of appointment:

BE IT RESOLVED, that **Debbie Finn**, 9195 Jones Road, Holland Patent, New York, be appointed as a long term substitute Special Education teacher and be paid on Step C-13 (\$47,619) prorated. This appointment is for the period of September 6, 2016 – December 31, 2016. Any previously paid salary will be applied against the prorated amount.

Yes – 4

No - 0

Abstained – Michael Garrett Motion carried

Everett Stalker made the motion seconded by Richard Allen, to adopt the following resolution of appointment:

BE IT RESOLVED, that **Lora Allen**, 3 E. Spofford Avenue, Dolgeville, New York, be appointed as a long term substitute Elementary Special Education teacher and be paid on Step A-5 (\$33,774) prorated. This appointment is for the period of November 3, 2016 – June 23, 2017.

Yes – 5

No - 0

Motion carried

16-139

ENCLOSURES

1. Early Retirement Notifications
2. Audit notebooks
3. Audit Committee Minutes

There were no comments on enclosures.

16-140 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

16-141 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 Special Education.

Yes – 5

No – 0

Motion Carried

16-142 EXECUTIVE SESSION

At 7:45 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 Matters

Yes – 5

No – 0

Motion Carried

At 7:46 p.m. the Board entered executive session.

At 8:00 p.m. the Board returned to open session.

16-143 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 approximately 8:01 p.m.

Next board meeting – Wednesday, December 14, 2016 7:00 p.m. – HS Auditorium

Donna Grems
District Clerk