

**DOLGEVILLE CENTRAL SCHOOL**  
**Dolgeville, NY 13329**

**Approved 5-19-2021**

Tuesday, April 20, 2021

Regular Meeting  
In-person / No Public

James A. Green School

**PRESENT:**

S. Hongo, President  
J. Williams, V. President  
J. Schmid  
M. Huddleston  
C. Spofford  
J. Izzo  
R. Maxwell

**ABSENT:**

None

**OTHERS PRESENT:**

T. Kawryga  
C. Chrisman  
R. Leavitt  
M. Primeau  
J. Radley  
J. Gilfus, Guest

**PRESIDING OFFICER:**

S. Hongo, President

*In light of the Coronavirus (COVID-19) Outbreak and while adhering to the Governor's guidelines, this meeting was conducted with only the board members and administrators present (as listed above), while social distancing and using facemasks. The meeting was accessible to the public through video-streaming.*

The regular meeting was called to order at 6:00 p.m. in the Auditorium.

Call to Order

Mr. Hongo asked everyone to rise and recite the Pledge of Allegiance.

Pledge Flag

**TENURE APPOINTMENTS**

A tenure recognition was held congratulating those teachers reaching the important milestone of tenure in their careers. Mrs. Primeau, Mrs. Leavitt and Mr. Kawryga outlined the accomplishments of Mrs. Emily Farquhar, Mrs. Jessica Mitchell, Mrs. Prestigiacomo, Mr. Mark Rauch and Mrs. Leavitt and made recommendations to the Board of Education for the granting of tenure. Tenure certificates and flowers were presented to each.

Tenure  
Appts.

Upon the recommendation of the Superintendent, a motion was made by Mrs. Huddleston, second by Mrs. Williams, to grant tenure to Emily Farquhar as Special Education Teacher effective September 1, 2021.

Grant Tenure  
E. Farquhar

Ayes All – Motion Carried 7:0

Upon the recommendation of the Superintendent, a motion was made by Mrs. Williams, second by Mr. Schmid, to grant tenure to Jessica Mitchell as Elementary Teacher effective September 1, 2021.

Grant Tenure  
J. Mitchell

Ayes All – Motion Carried 7:0

Upon the recommendation of the Superintendent, a motion was made by Mrs. Huddleston, second by Ms. Izzo, to grant tenure to Floretta Prestigiacomo as Art Teacher effective September 1, 2021.

Grant Tenure  
F.  
Prestigiacomo

Ayes All – Motion Carried 7:0

Upon the recommendation of the Superintendent, a motion was made by Mrs. Williams, second by Ms. Izzo, to grant tenure to Mark Rauch as Special Education Teacher effective September 1, 2021.

Grant Tenure  
M. Rauch

Ayes All – Motion Carried 7:0

Upon the recommendation of the Superintendent, a motion was made by Ms. Izzo, second by Mrs. Huddleston, to grant tenure to Ruth Leavitt as Building Principal effective September 1, 2021.

Grant Tenure  
R. Leavitt

Ayes All – Motion Carried 7:0

**MINUTES**

Motion by Mr. Schmid, second by Mrs. Williams, to approve the minutes of March 16, 2021 (regular meeting) as presented.

Approve  
Minutes  
3/16/2021

Ayes All – Motion Carried 7:0

Motion by Mr. Maxwell, second by Ms. Izzo, to accept the finance/audit committee meeting minutes of April 15, 2021 as attached.

Accept Min.  
Finance/Audit  
Committee

Ayes All – Motion Carried 7:0

**CORRESPONDENCE - None**

Correspond.

**FINANCIAL**

Motion by Mr. Schmid, second by Ms. Izzo, to approve the following financial items:

Approve  
Financial  
Items

That General Fund Schedule #A-36 in the sum of \$285,573.09; General Fund Schedule #A-38 in the sum of \$400,958.31; School Lunch Fund Schedule #C-11 in the sum of \$179.32; and School Lunch Warrants Fund Schedule C-12 in the sum of \$12,173.21 be approved and ordered paid pursuant to review of claims auditor, Jacqueline Hill.

Payment of  
Warrants

To accept the Treasurer's Report for March, 2021, as presented.

Acct.Treas.  
Rept. 3/2021

Ayes All – Motion Carried 7:0

**BUDGET REVIEW AND ADOPTION – Mrs. Radley – Attached**

Budget  
Review

After review of the attached final budget proposal, a motion was made by Ms. Izzo, second by Mr. Maxwell, that the proposed 2021-2022 budget be adopted and presented to the public for vote on May 18, 2021, as follows:

Budget  
Adoption

"Resolved, the Board of Education of the Dolgeville Central School District is hereby authorized to expend the sum set forth in their proposed budget for 2021-2022 in the total amount of \$18,967,328 and to levy the necessary tax therefore."

Ayes All – Motion Carried 7:0

**PROPERTY TAX REPORT CARD – Mrs. Radley**

Approve  
Property  
Tax Report  
Card

Motion by Mr. Maxwell, second by Mr. Schmid, that the Property Tax Report Card dated April 19, 2021, be approved as attached showing a proposed tax levy for 2021-2022 in the total amount of \$5,093,163.

Ayes All – Motion Carried 7:0

**REPORTS**

Building  
Reports

Elementary School Report – Mrs. Chrisman – Attached

Elem. Rept.

Mrs. Chrisman reported that all remote learners have now returned to in-person classrooms and all Kindergarten students have returned as well.

High School Report – Mrs. Leavitt - Attached

HS Rept.

Mrs. Leavitt reported that plans are being made to offer Driver Education this summer with a charge to students. Due to COVID-19, parents will be responsible for the driving portion of the course. Plans are also being made for Prom and Graduation, while adhering to COVID-19 restrictions.

Dean of Students/Athletic Director Report – Mr. Zilkowski – Attached  
Mr. Zilkowski reported that work on the dugouts will begin this Thursday.

Dean/AD

Buildings & Grounds Report – Mrs. Radley - Attached

Build/Grounds

Transportation Report – Mr. Stack – Attached

Transport.

Revenue Analysis/Expenditure Analysis Reports for March 2021 – Mrs. Radley – Attached

Rev/Expend.

Motion by Ms. Izzo, second by Mrs. Williams, to accept the above reports as presented.

Acpt.  
Bld. Reports

Ayes All – Motion Carried 7:0

**OLD BUSINESS - None**

Old Business

**NEW BUSINESS**

New Business

a. Resolution – Establish Tax Certiorari Reserve Fund and Transfer of Funds to Reserve

Establish  
Tax  
Certiorari  
Reserve

Motion by Mr. Maxwell, second by Mr. Spofford, to adopt the following resolution:

**BE IT RESOLVED**, by the Board of Education of the Dolgeville Central School District, pursuant to Section 3651 of the Education Law, as follows:

1. The Board hereby establishes a reserve fund to be known as the Tax Certiorari Reserve Fund.
2. The source of funds for such Reserve Fund shall be such amounts as may be provided therefor by budgetary appropriation or such revenues as are not required by law to be paid into any other fund or account.
3. Monies in such Reserve Fund may be appropriated only for the payment of judgments and claims in tax certiorari proceedings in accordance with Article Seven of the Real Property Tax Law or for other purposes as may be permitted by applicable law; any monies deposited to such Reserve Fund which are not expended for the payment of judgments or claims arising out of such tax certiorari proceedings for the tax roll in the year such monies are deposited to the said fund and/or which will not reasonably be required to pay any such judgment or claim shall be returned to the general fund on or before the first day of the fourth fiscal year following the deposit of such monies to said reserve fund; such monies shall be deemed reasonably required to pay any such judgment or claim if the proceeding or claim has not been finally determined or otherwise terminated or disposed of after the exhaustion of all appeals.
4. The Treasurer is hereby authorized and directed to deposit and invest the monies of such Reserve Fund in accordance with Sections 10 and 11 of the General Municipal Law and other applicable law and as provided by section 3651 of the Education Law. Any interest earned or capital gains realized on the money so deposited or so invested shall accrue to and become a part of each such fund. A separate account to be kept of each fund established. Such account shall show: (a) the date and amount of each sum paid into the fund; (b) the interest earned by such fund; (c) the capital gains or losses resulting from the sale of investments of the fund; (d) the interest or capital gains which have accrued to the fund; (e) the amount and date of each withdrawal from the fund; (f) the assets of the fund indicating the cash balance therein and a schedule of the amounts invested in federal or state obligations.
5. The total of the monies held in such reserve fund shall not exceed that amount which might reasonably be deemed necessary to meet anticipated judgments and claims arising out of such tax certiorari proceedings.
6. The sum of \$ 13,000 is hereby appropriated to such fund, to be paid from unappropriated fund balance.
7. This Resolution shall take effect immediately.

Vote: Mr. Maxwell – Aye  
Mr. Spofford – Aye  
Mr. Hongo – Aye  
Mrs. Williams – Aye  
Ms. Izzo – Aye  
Mrs. Huddleston – Aye  
Mr. Schmid – Aye

Motion Carried.

b. Resolution – Authorize Transfer of Funds to Transportation Vehicle Reserve Fund

Auth. Transfer  
Transport.Veh.  
Reserve Fund

Motion by Mr. Spofford, second by Ms. Izzo to adopt the following resolution:

**WHEREAS**, on June 17, 2020, Dolgeville Central School District (the “School District”) voters passed a proposition to establish a capital reserve fund pursuant to Section 3651 of the Education Law, to be designated “2020 Transportation Vehicle Reserve Fund”; and

**WHEREAS**, the proposition stated the purpose of the “2020 Transportation Vehicle Reserve Fund” is to finance the purchase of school buses, vehicles, and equipment that would be eligible for financing under the Local Finance Law, and costs incidental thereto; and

**WHEREAS**, Education Law Section 3653 requires that no monies may be paid or transferred into any reserve fund established by a school district unless expressly authorized by a resolution of its board of education; and

**WHEREAS** it has been determined by the Board of Education of the School District that up to \$263,751 held in the unreserved fund balance of the General Fund are surplus funds, and that it is in the School District’s best interest to transfer moneys to the School District’s 2020 Transportation Vehicle Reserve Fund.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the School District does hereby approve the transfer of up to \$263,751 from the unreserved fund balance of the General Fund to the 2020 Transportation Vehicle Reserve Fund created in accordance with Section 3651 of the Education Law. This Resolution shall take effect immediately.

Vote: Mr. Spofford – Aye  
Ms. Izzo – Aye  
Mr. Hongo – Aye  
Mr. Maxwell – Aye  
Mrs. Williams – Aye  
Mrs. Huddleston – Aye  
Mr. Schmid – Aye

Motion Carried.

c. Resolution – Authorize Transfer of Funds to Capital Reserve Fund

Auth.Transfer  
To Capital  
Reserve Fund

Motion by Mr. Spofford, second by Mrs. Williams, to adopt the following resolution:

**WHEREAS**, on June 17, 2020, Dolgeville Central School District (the “School District”) voters passed a proposition to establish a capital reserve fund pursuant to Section 3651 of the Education Law, to be designated “2020 Capital Reserve Fund”; and

**WHEREAS**, the proposition stated the purpose of the “2020 Capital Reserve Fund” is to finance construction, reconstruction, improvement and equipping of school building and facilities; such capital costs being of a type that would be eligible for financing under the local finance law, and costs incidental thereto; and

**WHEREAS**, Education Law Section 3653 requires that no monies may be paid or transferred into any reserve fund established by a school district unless expressly authorized by a resolution of its board of education; and

**WHEREAS** it has been determined by the Board of Education of the School District that up to \$1,000,000 held in the unreserved fund balance of the General Fund are surplus funds, and that it is in the School District's best interest to transfer moneys to the School District's 2020 Capital Reserve Fund.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the School District does hereby approve the transfer of up to \$1,000,000 from the unreserved fund balance of the General Fund to the 2020 Capital Reserve Fund created in accordance with Section 3651 of the Education Law. This Resolution shall take effect immediately.

Vote: Mr. Spofford – Aye  
Mrs. Williams – Aye  
Mr. Hongo – Aye  
Mr. Maxwell – Aye  
Ms. Izzo – Aye  
Mrs. Huddleston – Aye  
Mr. Schmid – Aye  
Motion Carried.

d. Approve Trade-in/Purchase – Kubota Tractor

Motion by Mr. Maxwell, second by Mrs. Huddleston, to approve the trade-in of the 2015 Kubota Tractor together with purchase of a 2021 Kubota Tractor as further outlined in the attached memorandum of Mrs. Radley dated April 12, 2021.

Approve  
Trade-in &  
Purchase  
Kubota  
Tractor

Ayes All – Motion Carried 7:0

e. Approve Memorandum of Agreement – DCSD and DTA

Motion by Ms. Izzo, second by Mr. Maxwell, to approve the Memorandum of Agreement by and between the Dolgeville Central School District and the Dolgeville Teachers' Association dated March 4, 2021 for school year 2020-2021 as attached (to address shortened sports seasons due to COVID-19 restrictions). This Memorandum of Agreement will expire on June 30, 2021, unless further extended by the parties.

Approve  
MOA  
DCSD/DTA  
Shortened  
Sports  
Season

Ayes All – Motion Carried 7:0

f. Adopt Cooperative Bidding Resolution – RIC Bids – Technology – 2021-2022

Motion by Ms. Izzo, second by Mr. Maxwell, to adopt the following resolution:

WHEREAS, it is the plan of a number of Public School Districts and the Madison-Oneida BOCES (the "BOCES") during the 2021-2022 school year to bid jointly for the purchase of various types of computers and technology commodities (the "Commodities"); and

WHEREAS, the Dolgeville Central School District ("the School District") is desirous of participating in the joint bidding of the Commodities, as authorized by General Municipal Law, Article 5-G; and

WHEREAS, this Board of Education has received and reviewed the Cooperative Bid Procedures (the "Procedures") governing its right and responsibilities should it elect to participate in the joint bidding of commodities; and

BE IT FURTHER RESOLVED, that in accordance with Cooperative Bid Procedures, the Board of Education agrees to award bid purchase item purchases according to the recommendation of the BOCES if such award is in the best interest of the school district.

Cooperative  
Bidding  
Resolution

Ayes All – Motion Carried 7:0

- g. Bid Awards for Capital Project Contracts (Unit Ventilation Project) Capital Project Bids
- Withdraw Bid Withdraw Bid
- Motion by Mr. Maxwell, second by Mrs. Williams, acknowledging withdrawal of the following bid by contractor (attached):
- Electrical Construction Bid – Mid-State Electrical
- Ayes All – Motion Carried 7:0
- Award Bids Award Bids
- Motion by Ms. Izzo, second by Mrs. Huddleston, to award the following bids for the 2021 Capital Project (Unit Ventilation Project) to the lowest responsible bidders as follows and attached:
- General Construction Contract Beebe Construct.
- Beebe Construction Services – Total/Base Bid: \$63,000.00, no alternates
- Mechanical Contract Schmalz Mechanical
- Schmalz Mechanical – Total/Base Bid: \$580,000, no alternates
- Electrical Contract Oneida Electrical
- Oneida Electrical Contractors, Inc. – Total/Base Bid: \$129,980.00, no alternates
- Ayes All – Motion Carried 7:0
- h. 2020-2021 Preliminary Revised Reopening Plan – Attached Revised Reopen Plan
- i. Capital Outlay Project – Type II SEQRA Resolution Capital Outlay Project
- Motion by Mrs. Williams, second by Mr. Schmid, to adopt the following resolution:
- Resolution Regarding State Environmental Quality Review Capital Outlay Project SEQRA Resolution
- WHEREAS, the Board of Education of the Dolgeville Central School District (the “Board”) has considered the effect upon the environment of proposed work, including, but not limited to the following:
- Addition of wind attachment strips to the perimeter of the Auditorium Roof, and addition of acoustic absorption to the High School Gymnasium.
- WHEREAS, the Board has reviewed the scope of the project 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), now therefore;
- BE IT RESOLVED, by the Board of Education as follows:
1. The Proposed Action does not exceed thresholds established under 6 NYCRR Part 617, State Environmental Quality Review Act, (SEQRA).
  2. The Board hereby determines the Proposed Action as 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.

Vote: Mrs. Williams – Aye  
Mr. Schmid – Aye  
Mr. Hongo – Aye  
Ms. Izzo – Aye  
Mrs. Huddleston – Aye  
Mr. Maxwell – Aye  
Mr. Spofford – Aye  
Motion Carried.

**INFORMATION ONLY - None**Information  
Only**BOARD FORUM**

Board Forum

The board members offered the following comments during Board Forum:

- Congratulations to those receiving tenure tonight
- Congratulations to our top seniors
- Glad that Kindergarten is back to school full time
- Students are doing great with their masks
- Congratulations to Mr. Stack – Morning bus student drop off is very efficient!
- Thank you to Mr. Kawryga and all staff
- Congratulations to our parents who have been dealing with COVID-19 as well
- Thank you to Mr. Eric Tomosky, Regional Director, SEI Design Group, for attending tonight
- Great to see the student activities
- Congratulations to our staff and for all that they have done
- Thank you to all of our staff and our parents for their support

**EXECUTIVE SESSION**Enter  
Executive  
Session

Motion by Mr. Schmid, second by Mr. Spofford, to enter executive session at 7:23 p.m. to discuss items related to the medical, financial, credit or employment history of a particular person(s) or matters leading to the appointment, employment, promotion, demotion, discipline suspension, dismissal or removal of a particular person(s).

Ayes All – Motion Carried 7:0

Motion by Mr. Schmid, second by Mr. Spofford, to return to regular session at 8:05 p.m.

Return to  
Regular  
Session

Ayes All - Motion Carried 7:0

**CSE/CPSE MINUTES AND RECOMMENDATIONS**CSE/CPSE  
Min. & Rec.  
3/12/21 -  
4/14/21

Motion by Mr. Maxwell, second by Mr. Spofford, to approve the CSE/CPSE Minutes and Recommendations covering the period 3/12/21 through 4/14/21 as attached.

Ayes All – Motion Carried 7:0

**PERSONNEL**Personnel  
Actions

Motion by Mrs. Williams, second by Mr. Spofford, upon the recommendation of the Interim Superintendent of Schools, to accept and approve the following retirements, resignations, terminations, leaves and appointments:

To approve, upon recommendation of the Interim Superintendent of Schools, that Anthony Dupuis be granted a permanent appointment as Food Service Director effective April 20, 2021.

Perm. Appt.  
A. Dupuis

To approve, upon recommendation of the interim Superintendent of Schools, that Chelsea Jones be granted a permanent appointment as Teacher Aide effective May 12, 2021.	Perm.Appt. C. Jones
To approve, upon recommendation of the Interim Superintendent of Schools, that Sandra Gonyea be granted a permanent appointment as Monitor effective May 12, 2021.	Perm.Appt. S. Gonyea
To approve the probationary appointment of Teresa Vokins to the following position: Name:..... <b>Teresa Vokins</b> Position:..... Monitor – K-6 Monitor – 1 Year appointment Type: ..... Hourly Effective Date:..... 4/19/2021 – 6/30/2021 Probationary Period: .... 6 month – 10/19/2021 Salary:..... \$12.50/hr.	T. Vokins K-6 Monitor
To approve the probationary appointment of BillieJo Boyer to the following position, replacing Antonia Avery: Name:..... <b>BillieJo Boyer</b> Position:..... PT Food Service Worker Type: ..... Hourly Effective Date:..... 4/26/2021 Probationary Period: .... 6 month - 10/26/2021 Salary:..... \$12.50/hr.	B.Boyer PT Food Service
To approve the following appointment adjustment for part time teaching assistant, Fredricka Johnson: Name:..... <b>Fredricka Johnson</b> Position:..... Part Time Teaching Assistant .60 (This is an increase from .50) Type: ..... 10 Month - .60 FTE Effective Date ..... 4/12/2021 Prbationary Period:..... NA – Tenured in this area Certification:..... Teaching Assistant, Level III – 9/1/2011 Salary:..... .6 of Step 15 DTA Salary Schedule (\$13,440.00) + .6 Course Credit (\$180.00)	Appr.Appt. F.Johnson PT TA Increase Rate
To approve the appointment of LeeAnn Helmer as substitute Teacher/TA.	L. Helmer Sub. T/TA
To approve the appointment of Evelyn Jaikin as substitute monitor.	E. Jaikin Monitor
To approve the appointment of Donna Hull as substitute monitor.	D. Hall Sub. Monitor
To approve the appointment of Jennifer Winkler as backup claims auditor in the event claims auditor, Jacqueline Hill, is unavailable to perform auditing services.	J.Winkler Backup Claims Aud.
To approve the appointment of extraduty coaching positions for 2020-2021 (basketball/volleyball, baseball/track & field) as attached, contingent upon COVID-19 restrictions.	Appr.Appts. Extraduty 2020-2021
Ayes All – Motion carried 7:0	
<b>NON RESIDENT STUDENT REQUESTS FOR 2021-2022</b>	Additional NonResident
Motion by Ms. Izzo, second by Mrs. Huddleston, to approve the Non Resident Student Requests for school year 2021-2022 as attached.	

Ayes All – Motion Carried 7:0



**FUTURE MEETINGS**

Future  
Meetings

Special Meeting – April 21, 2021 – BOCES Budget Adoption – Top Senior Recognition  
Special Meeting – May 11, 2021 – Budget Hearing  
Budget Vote/Board Election – Tuesday, May 18, 2021  
Regular Meeting – Wednesday, May 19, 2021  
Regular Meeting – June 15, 2021  
Graduation – Saturday, June 26, 2021

**ADJOURNMENT**

Adjourn  
Meeting

Motion by Mrs. Williams, second by Mr. Schmid, to adjourn the meeting at 8:08 p.m.

Ayes All – Motion Carried 7:00

*Sandra L. Allen*

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District Clerk