

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

**Approved 8-18-2020**

Tuesday, July 21, 2020

Regular Meeting  
In-person / No Public

James A. Green School

**PRESENT:**

S. Hongo, President  
J. Williams, VP  
J. Schmid  
M. Huddleston  
R. Maxwell

**ABSENT:**

J. Izzo  
C. Spofford

**OTHERS PRESENT:**

L. Rhone  
C. Chrisman  
R. Leavitt  
J. Radley  
Mrs. Sandra Sherwood, BOCES DS  
Mr. Theodore Kawryga

**PRESIDING OFFICER:**

Scott 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 to the  
Flag

**MINUTES**

Motion by Mr. Schmid, second by Mr. Maxwell, to approve the minutes of July 7, 2020 (Reorganization meeting) as presented.

Approve  
Minutes  
7/7/2020

Ayes All – Motion Carried 5:0

Motion by Mrs. Williams, second by Mrs. Huddleston, to approve the minutes of July 14, 2020 (Special meeting – Budget Hearing for Revote) as presented.

Approve  
Minutes  
7/14/2020

Ayes All – Motion Carried 5:0

Motion by Mr. Schmid, second by Mrs. Williams, to accept the Audit Committee Meeting Minutes of 6/17/2020, as attached.

Audit Comm  
Minutes  
6/17/2020

Ayes All – Motion Carried 5:0

**EXECUTIVE SESSION**

Motion by Mr. Maxwell, second by Mrs. Williams, to enter executive session at 6:02 p.m. for the purpose of discussing the Superintendent Search with BOCES DS, Mrs. Sandra Sherwood.

Enter  
Executive  
Session

Ayes All – Motion Carried 5:0

Motion by Mr. Schmid, second by Mrs. Huddleston, to return to regular session at 6:45 p.m.

Return to  
Regular  
Session

Ayes All – Motion Carried 5:0

**APPOINT BOCES DS TO CONDUCT SUPERINTENDENT SEARCH**

Motion by Mr. Maxwell, second by Mrs. Huddleston, to appoint Sandra R. Sherwood, District Superintendent, as search consultant for the position of Superintendent of Schools.

Approve  
Appt.  
Supt. Search  
Consultant

Ayes All – Motion Carried 5:0

**CORRESPONDENCE**

Letter from Joanne Tobey, Director, Donor Engagement, Bassett Healthcare Network, as attached. Thank you to Mrs. Nash and Mrs. Hemmerich for collecting overhead projector sheets to be used as face shields by the hospital staff.

Correspond.

**FINANCIAL**

Motion by Mrs. Williams, second by Mr. Maxwell, to approve the following financial items:

Approve  
Financial

That General Fund Schedule #A-55 in the sum of \$383,968.51 and School Lunch Fund Schedule #C-13 in the sum of \$1,309.46 be approved and ordered paid pursuant to review of claims auditor, Jacqueline Hill (June 30, 2020).

Approve  
Payment  
of Warrants  
6/30/2020

That General Fund Schedule #A-2 in the sum of \$65,655.88 and School Lunch Fund Schedule #C-1 in the sum of \$11,148.63 be approved and ordered paid pursuant to review of claims auditor, Jacqueline Hill

Approve  
Payment of  
Warrants

To accept the Treasurer's Report for June 2020 as presented.

Treas. Rept.  
6/2020

Ayes All – Motion Carried 5:0

Motion by Mr. Schmid, second by Mrs. Huddleston, to approve the School Lunch Budget for school year 2020-2021 as attached.

Appr. School  
Lunch  
Budget

Ayes All – Motion Carried 5:0

Motion by Mrs. Williams, second by Mr. Maxwell, to accept the 4<sup>th</sup> Quarter Extraclassroom Report for school year 2019-2020 and to accept the Year End Extraclassroom Report for school year 2019-2020 as presented.

Accpt. 4th Q.  
& Year End  
Extraclass.  
Reports

Ayes All – Motion Carried 5:0

**REPORTS**

Elementary School Report – Mrs. Chrisman – Attached

Reports  
Elem. Rept.

High School Report – Mrs. Leavitt - Attached

HS Rept.

Dean of Students/Athletic Director Report – Mr. Zilkowski – Attached

Dean/AD

Buildings & Grounds Report – Mr. Redmond - Attached

Build/Grounds

Transportation Report – Mr. Stack – Attached

Transport,

Motion by Mr. Maxwell, second by Mrs. Williams, to accept the above reports as presented.

Accpt  
Bldg.  
Reports

Ayes All – Motion Carried 5:0

Revenue Analysis/Expenditure Analysis Reports for June, 2020 – Mrs. Radley – Attached

Rev/Expend.

As requested, Mrs. Radley briefly highlighted information from the 2020-21 Budget Revote Information sheet as attached.

**OLD BUSINESS - None**

Old Business

**NEW BUSINESS**

New Business

a. Agreement with Catholic CharitiesAgreement  
Catholic  
Charities

Motion by Mr. Maxwell, second by Mrs. Williams to approve the Agreement between the Herkimer County Prevention Council at Catholic Charities of Herkimer County and the Dolgeville Central School District as attached for a fulltime Prevention Services Coordinator for the 2020-2021 school year.

Ayes All – Motion Carried 5:0

b. School Lunch Policy for 2020-2021Approve  
F/R Lunch  
Policy

Motion by Mr. Schmid, second by Mrs. Williams, to approve the free and reduced lunch/breakfast Policy for 2020-2021 as printed and to authorize the Board President to sign the Certification Statement as attached.

Ayes All – Motion Carried 5:0

c. BOE CommitteesBOE  
Committee

This item will be discussed further when all members are present.

**INFORMATION ONLY**

Information

- a. Proposed date for BOCES Remington Vote is September 29, 2020.

**BOARD FORUM**

Board Forum

The board members offered the following comments during Board Forum:

- Thank you to Mrs. Rhone for her dedication and support of our district. We wish her well.
- Thank you to Mrs. Sherwood for her assistance in conducting a Superintendent Search
- Welcome to Mr. Kawryga as Interim Superintendent
- The “On Board” recognized all district clerks this year and their work with absentee ballots in light of the COVID-19 pandemic. Thank you to Mrs. Allen and the election inspectors!
- Thank you to Mrs. Radley for continually adjusting the budget as things are ever changing.
- Thank you to Mrs. Rhone for making some really hard decisions and leaving the district in a better financial condition.
- Thank you to the administrators for working on School Re-opening plans and for their hard work and dedication to our district.
- Thank you to our parents for their support during this ongoing pandemic situation.

**EXECUTIVE SESSION**Enter  
Executive  
Session

Motion by Mr. Schmid, second by Mrs. Huddleston, to enter executive session at 7:27 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 5:0

Motion by Mrs. Williams, second by Mr. Maxwell, to return to regular session at 8:10 p.m.

Return to  
Regular  
Session

Ayes All - Motion Carried 5:0

**PERSONNEL**Personnel  
Actions

Motion by Mrs. Williams, second by Mrs. Huddleston, upon the recommendation of the Superintendent of Schools, to approve the creation of the following position as attached: Teacher on Special Assignment (TOSA) - Technology Integration Specialist

Create  
Position  
TOSA  
Tech.Spec.

Ayes All – Motion Carried 5:0

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

Approve  
Resign/Lv.

To accept the resignation of Lynn Rhone as Superintendent of Schools effective July 24, 2020.

Accpt.Resign  
L. Rhone  
Supt. of Sch.

To approve the leave request of Lisa Rohacek, Art Teacher, for the period approximately September 2, 2020 through October 28, 2020.

Appr.Lv.  
L.Rohacek

Motion by Mr. Schmid, second by Mr. Maxwell, upon the recommendation of the Superintendent of Schools, to approve the following appointments:

Approve  
Appoint.

To approve the appointment of **Theodore E. Kawryga** to the following position and to adopt the following resolution:

Appr.Appt.  
T. Kawryga  
Interim  
Supt. of Sch.

Whereas, the Board has interviewed prospective candidates for Interim Superintendent of Schools; and Whereas, after due deliberation, the Board has selected Theodore E. Kawryga as the Interim Superintendent of Schools

Now, therefore, be it resolved that:

- 1) The Board of Education hereby appoints Theodore E. Kawryga as Interim Superintendent of Schools in accordance with the terms and conditions of the contract as approved by the Board and hereby authorizes the board President to execute the contract.
- 2) This resolution shall take effect immediately

To approve the re-appointment of Daniel Zilkowski to the following position:

Appr.Appt.  
D.Zilkowski  
TOSA:  
Dean of  
Students/AD

Name:..... **Daniel Zilkowski**

Position:..... Teacher on Special Assignment as Dean of Students/Athletic Director

Tenure Area:..... Elementary Education

Type: ..... 11 Month

Effective Date: ..... 7/1/20 – 6/30/2021

Probationary Period: ..... None – Currently tenured in Elementary Education

Certification: ..... Permanent Certification PreK, K and Grades 1-6 – 9/1/1999

Salary: ..... Step 25 DTA Salary Schedule - \$ 81,856.00  
+ 11<sup>th</sup> Month and AD Stipend

To approve the re-appointment of Doris Healey to the following position:

Appr.Appt.  
D. Healey  
PT TA

Name:..... **Doris Healey**

Position:..... Part Time Teaching Assistant

Tenure Area:..... Teaching Assistant

Type: ..... 10 Month – .50 FTE

Effective Date: ..... 7/1/20 – 6/30/21

Probationary Period: ..... None – Currently tenured in this area

Certification: ..... Continuing Certificate Teaching Assistant 9/1/1986

Salary: ..... \$12,500.00 per Memorandum of Agreement between the DCSD and the DTA dated May 6, 2019.

Appr.Appt.  
K. Winkler  
HT Family  
& Consumer  
Science

Name:.....**Kathy Winkler**  
Position:.....Half Time Family and Consumer Science Teacher  
Tenure Area:.....Home Economics  
Type: .....10 Month - .50 FTE  
Effective Date:.....7/1/20 - 6/30/21  
Probationary Period:.....None - Currently tenured in this area  
Certification:.....Permanent Certificate Home Economics - 9/1/1985  
Salary:.....\$25,000.00 per Memorandum of Agreement between the DCSD and the  
DTA dated May 6, 2019.

Appr.Appt.  
J. Zilkowski  
PT TA

Name:..... **Joanne Zilkowski**  
Position:..... Part Time Teaching Assistant  
Tenure Area:..... Teaching Assistant  
Type: ..... 10 Month – .50 FTE  
Effective Date: ..... 9/1/20  
Probationary Period: ..... None – Currently tenured in this area  
Certification: ..... Level III Teaching Assistant 9/1/2009  
Salary:..... ½ of Step 20                  \$12,600.00  
                      ½ of College Credit      \$600.00

Appr.Appt.  
E.Lewandowski  
PT TA

Name:..... **Ellen Lewandowski**  
Position:..... Part Time Teaching Assistant  
Tenure Area:..... Teaching Assistant  
Type: ..... 10 Month – .50 FTE  
Effective Date: ..... 9/1/20  
Probationary Period: ..... None – Currently tenured in this area  
Certification: ..... Level III Teaching Assistant 9/1/2007  
Salary:..... ½ of Step 16                 \$11,375.00  
                ½ of College Credit         \$600.00

Appr.Appt.  
S. Edick  
PT TA

Name:.....**Sabrina Edick**  
Position:.....Part Time Teaching Assistant  
Tenure Area:.....Teaching Assistant  
Type: .....10 Month – .50 FTE  
Effective Date:.....9/1/20  
Probationary Period: .....None – Currently tenured in this area  
Certification: .....Level III Teaching Assistant 9/1/2010  
Salary:.....½ of Step 15                 \$11,200.00  
                ½ of College Credit         \$300.00

To approve the appointment of **Kirsten Leanard** to the following position, replacing C. Staley:

Appr. Appt.  
K. Leanard

That the Board of Education of the Dolgeville Central School District hereby accepts the recommendation of the Superintendent to appoint Kirsten Leanard to a four (4) year probationary appointment as Library Media Specialist in the Library Media Specialist tenure area, commencing September 1, 2020 and ending August 31, 2024. Ms. Leanard holds an Internship Certificate as a Library Media Specialist. A necessary factor for continued employment in this probationary appointment will be receipt of initial and permanent certification as required by law, by Ms. Leanard in a timely manner. Ms. Leanard shall be paid on Step 1 of the DTA Salary Schedule - \$43,347.00.

To approve the appointment of Matthew Randall to the following position (*created at this BOE meeting*):

Name:..... **Matthew Randall**  
Position:..... Teacher on Special Assignment as Technology Integration Specialist  
Tenure Area:..... Elementary Education  
Type: ..... 11 Month  
Effective Date:..... 8/3/2020 – 6/30/2021  
Probationary Period: ..... None – Currently tenured in Elementary Education  
Certification: ..... Childhood Education (Grades 1-6) Initial Certificate  
Salary:..... Step 9 DTA Salary Schedule - \$53,458.00  
11<sup>th</sup> Month – 1/200<sup>th</sup> of Step 1 - \$216.74/day for up to 20 days

Approve  
Appt.  
TOSA:  
Technology  
Integration  
Specialist  
M. Randall

To approve the appointment of Katrina Cheney to the following position, replacing C. Goldstein:

Name:..... **Katrina Cheney**  
Position:..... Groundskeeper  
Type: ..... 12 Month  
Effective Date:..... 9/1/2020  
Probationary Period: ..... 6 Month Probation – 3/1/21  
Certification: ..... NA  
Salary:..... Beginning Rate - \$34,010.00 – Pro-rated for period: 9/1/2020-6/30/2021

Appr. Appt.  
K. Cheney  
Groundskeeper

To approve the appointment of the following additional tellers/election inspectors for the budget revote scheduled for Tuesday, July 28, 2020: Paula Mosher and Tina Coffin.

Additional  
election  
inspectors

Ayes All – Motion Carried 5:0

#### **APPROVE EMPLOYMENT CONTRACT FOR INTERIM SUPERINTENDENT**

Motion by Mrs. Williams, second by Mrs. Huddleston, to approve the Employment Agreement between the Board of Education and the Dolgeville Central School District and Theodore E. Kawryga as Interim Superintendent for the period July 25, 2020 through June 30, 2021 as attached.

Approve  
Employment  
Agreement  
Interim  
Superintend.

Ayes All – Motion Carried 5:0

#### **FUTURE MEETINGS**

Regular Meeting – Tuesday, August 18, 2020  
Special Meeting – Thursday, August 20, 2020  
Regular Meeting – Tuesday, September 15, 2020  
Regular Meeting – Tuesday, October 20, 2020

Future  
Meetings

#### **ADJOURNMENT**

Adjournment

Motion by Mrs. Williams, second by Mr. Schmid, to adjourn at 8:12 p.m.

Ayes All – Motion Carried 5:0

Sandra L. Allen  
District Clerk