DOLGEVILLE CENTRAL SCHOOL Dolgeville, NY 13329

Approved 9-15-2020

PRESIDING OFFICER:

S. Hongo, President

Tuesday, August 18, 2020 Regular Meeting
In-person / No Public

James A. Green School

PRESENT: ABSENT: OTHERS PRESENT:

PRESENT: ABSENT: OTHERS PRESENT:
S. Hongo, President None T. Kawryga
J. Williams, V. President C. Chrisman
J. Schmid R. Leavitt
J. Izzo M. Primeau
M. Huddleston J. Radley

C. Spofford

R. Maxwell (via video-conferencing)

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 High School Cafeteria. Call to Order

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

Flag

MINUTES Approve Minutes

Motion by Mrs. Williams, second by Mrs. Izzo, to approve the minutes of July 21, 2020 (regular meeting) 7/21/2020 as presented.

Ayes All – Motion Carried 7:0

Motion by Mr. Maxwell, second by Mrs. Williams, to approve the minutes of July 28, 2020 (special meeting

- Budget Revote) as presented.

Approve Minutes 7/28/2020

Ayes All - Motion Carried 7:0

Motion by Mr. Schmid, second by Mrs. Huddleston, to approve the minutes of August 6, 2020 (special

meeting – Workshop to discuss School Reopening Plan) as presented.

Approve Minutes 8/6/2020

Ayes All – Motion Carried 7:0

CORRESPONDENCE Correspond.

Letter from Mr. and Mrs. Naple proposing monetary donation to the Dolgeville Central School District.

Mr. and Mrs.

Naple

Motion by Mr. Schmid, second by Mrs. Williams, to accept the letter from Mr. and Mrs. William Naple and their offer to make a monetary donation to the district.

Ayes All - Motion Carried 7:0

Card from Mrs. Lynn Rhone thanking the Board of Education for the flowers presented to her at the July

21st BOE meeting.

Mrs. Lynn Rhone

Motion by Mr. Schmid, second by Mrs. Huddleston, to accept the thank you note from Mrs. Lynn Rhone.

Ayes All - Motion Carried 7:0

FINANCIAL Approve Financial Motion by Mrs. Williams, second by Mrs. Izzo, to approve payment of the following warrants: Items That General Fund Schedule #A-4 in the sum of \$397,296.76; General Fund Schedule #A-6 in the sum of **Approve** \$80,697.58; School Lunch Fund Schedule #C-2 in the sum of \$12,667.64; and Special Aid Fund Schedule Payment of #4,159.60 be approved and ordered paid pursuant to review of claims auditor, Jacquelene Hill. Warrants Motion by Ms. Schmid, second by Mrs. Huddleston, to accept the Treasurer's Report for July 2020 as Accept presented. Treas. Rept. Aves All - Motion Carried 7:0 Motion by Mrs. Williams, second by Mrs. Izzo, to adopt the following tax levy resolution: Approve Tax Levy Resolution BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, a tax levy of \$4,908,342. be approved for 2020-2021, representing a 1.17% increase over 2019-2020 as presented to the voters in July, 2020 as attached. Ayes All - Motion Carried 7:0 **REPORTS** Reports Elem. Rept. Elementary School Report - Mrs. Chrisman - Attached Mrs. Chrisman reminded families and the BOE that Parent Meetings on school reopening will be held tomorrow night at 6:00 and 7:00 pm for grades K-6 and on Thursday night at 6:00 and 7:00 pm for grades 7-12, requesting that only 1 adult per household attend. High School Report - Mrs. Leavitt - Attached HS Rept. Mrs. Leavitt thanked the parents for participating in the school reopening survey. The administrators were able to make decisions based on those 726 parent responses to prepare a reopening plan. 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. Revenue Analysis/Expenditure Analysis Reports for June, 2020 - Mrs. Radley - Attached Rev/Expend. Report Upon review of these reports, the board requested an update on the status on the 2020-2021 CARES (Coronavirus Aid, Relief and Economic Security) Act grant money and Mr. Kawryga discussed same per attached information. Motion by Mrs. Izzo, second by Mrs. Williams, to accept the above reports as presented. Accpt

OLD BUSINESS

Old Business

Bldg.

Reports

BOE Committees and Combine Audit/Finance Committees

After discussion, the board members agreed to combine the audit and finance committees and to participate on the following committees for school year 2020-2021:

Aves All - Motion Carried 7:0

BOE Committees 2020-21

AUDIT & FINANCE	J. Schmid, J. Williams, S. Hongo, J. Radley, T. Kawryga Carine Madison, Adam Minor-Swartz–Community Reps.
FACILITIES	J. Schmid, S. Hongo, J. Izzo, D. Redmond
HEALTH & SAFETY	R. Maxwell, M. Huddleston, Craig Spofford, B. Risley, T. Kawryga
BUILDING TEAMS	M. Huddleston (Elem) / J. Williams (HS)
INSTRUCTIONAL TECHNOLOGY	R. Maxwell, J. Izzo, J. Williams
POLICY MANUAL	R. Maxwell, M Huddleston, T. Kawryga
DISTRICT CODE OF CONDUCT	R. Maxwell, M. Huddleston, T. Kawryga
ATHLETIC CODE OF CONDUCT	R. Maxwell, M. Huddleston, T. Kawryga
BUILDING PROJECTS	S. Hongo, M. Huddleston, J. Izzo
TRANSPORTATION	R. Maxwell, C. Spofford, J. Stack

b. <u>Amend BOE Meeting Calendar for 2020-2021</u>

Motion by Mr. Schmid, second by Mrs. Huddleston, to approve the amended 2020-2021 with the inclusion of revised Audit/Finance Meeting dates as follows: 9/15/2020, 10/15/2020, 2/4/21 and 6/10/21:

Amend 2020-21 BOE Meeting Calendar

DATE	TYPE MEETING	LOCATION	PRESENTATION
July 7, 2020	Reorganization Mtg.	Auditorium	
July 21, 2020	Regular Meeting	Auditorium	
July 28, 2020	Budget Revote	HS Cafeteria	
August 6, 2020	Special Meeting	HS Cafeteria	School Reopening Plan
August 18, 2020	Regular Meeting	HS Cafeteria	COVID-19 - Health/Safety
			Instructional Plans
			Transportation Plans
August 20, 2020	Special Exec. Session	HS Cafeteria	Supt. Search Workshop
September 15, 2020	Audit/Finance Mtg.	Conf. Room 173	5:30 p.m.
September 15, 2020	Regular Meeting	HS Cafeteria	West & Co. Auditors
			New Staff Introductions
October 15, 2020	Audit/Finance Mtg.	Google Meet	6:00 p.m.
October 20, 2020	Regular Meeting	HS Cafeteria	Music Department

DATE	TYPE MEETING	LOCATION	PRESENTATION
November 17, 2020	Regular Meeting	HS Cafeteria	Industrial Technology
December 15, 2020	Regular Meeting	HS Cafeteria	21st Century Team
January 19, 2021	Regular Meeting	HS Cafeteria	Safety Committee Update
February 4, 2021	Audit/Finance Mtg.	Google Meet	6:00 p.m.
February 9, 2021	Regular Meeting	Elem. Library	Budget Presentation
March 16, 2021	Regular Meeting	HS Cafeteria	Budget Review/Direction
April 20, 2021	Regular Meeting	HS Cafeteria	Tenure Celebration
Wed. April 21, 2021	Special Meeting	HS Cafeteria	Top Senior Reception
			BOCES Budget Vote
May 11, 2021	Special Meeting	HS Cafeteria	Budget Hearing
May 18, 2021	Special Meeting	HS Cafeteria	Budget Vote / Results
Wed. May 19, 2021	Regular Meeting	HS Cafeteria	
June 10, 2021	Audit/Finance Mtg.	Google Meet	6:00 p.m.
June 15, 2021	Regular Meeting	HS Cafeteria	

Ayes All – Motion Carried 7:0

Health/Welfare Services Contract South Colonie

Ayes All – Motion Carried 7:0

NEW BUSINESS

a. The Athletic Code of Conduct for 2020-2021 was presented for review and 1st Reading.

Business

b. Resolution – School Reopening Plan
Motion by Mrs. Williams, second by Mrs. Huddleston, to adopt the following resolution:

School
Re-opening
Plan

WHEREAS, on March 16, 2020, the New York State Governor declared, under Executive Order 202.4, all schools within New York State to be closed to students no later than March 18, 2020 for a period of two weeks, ending on April 1, 2020; and

WHEREAS, various subsequent executive orders were issued by the New York State Governor resulting in the closure of schools to students for the remainder of the 2019-2020 school year as a result of the COVID-19 pandemic; and

WHEREAS, on or about July 13, 2020, the New York State Department of Health issued interim guidance for in-person instruction at PreK to Grade 12 schools during the COVID-19 public health emergency for the 2020-2021 school year; and

WHEREAS, on or about July 16, 2020, the New York State Education Department released reopening guidance for schools for the 2020-2021 school year.

NOW, THEREFORE, the Board of Education resolves as follows:

- 1. In an effort to comply with reopening requirements, the Board hereby temporarily suspends any Board Policy or administrative regulation/procedure that conflicts with any current or future federal, state, or county law, regulation, executive order, or guidance released for the purpose of reopening schools during the period of the COVID-19 pandemic.
- 2. The Superintendent of Schools is authorized to follow the federal, state or county laws, regulations, executive orders or guidance and to take such action as reasonably necessary and proper for the purpose of reopening of schools.

Ayes All - Motion Carried 7:0

c. Agreement with Kress Physical Therapy

Motion by Mrs. Izzo, second by Mr. Schmid, to approve the Agreement between the Kress Physical Therapy, PLLC and the Dolgeville Central School District for Injury Assessment Services for 2020-2021 as attached.

Approve Agree. Kress Physical Therapy

Ayes All - Motion Carried 7:0

d. Agreement to Amend Memorandum of Understanding - Neighborhood Center

Motion by Mrs. Izzo, second by Mrs. Huddleston, to approve the Amendment to Memorandum of Understanding between The Neighborhood Center, Inc. and the Dolgeville Central School District as attached, with the addition of the word "days" added to the 4th bullet down on the first page so that same will appear as follows: "The Center will provide 2 additional days." (*The original MOU was approved at the 8/20/2019 BOE Meeting*).

Agreement Amend MOU Neighborhood Center

e. Abolish Bus Monitor Positions

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

Approve Abolition of Positions

Resolved, that upon the recommendation of the Superintendent of Schools as attached, the Board of Education abolish the following positions effective June 30, 2020, and that the services of the bus monitors with the least seniority be terminated effective as of that date:

Bus Monitor Positions

2 Bus Monitor Positions (Full time positions with benefits)

Resolved, that upon the abolition of the positions and the termination of services of the bus monitors, their names shall be placed on the preferred eligibility list of candidates for appointment to a vacancy that may occur thereafter in a position similar to the one which he/she previously occupied.

Ayes All - Motion Carried 7:0

f. <u>Create Monitor Positions</u>

Motion by Mrs. Izzo, second by Mrs. Williams, upon the recommendation of the Superintendent of Schools as attached, the Board of Education does hereby approve the creation of five (5) monitor positions (hourly without benefits) effective September 1, 2020.

Create 5 monitor positions

Aves All - Motion Carried 7:0

g. Resolution - Records Retention Schedule

Motion by Mrs. Williams, second by Mrs. Huddleston, upon the recommendation of the Superintendent of Schools, to adopt the following resolution with regard to the updated Retention and Disposition Schedule for New York Local Government Records LGS-1:

Resolution Records Retention Schedule

RESOLVED, by the Board of Education of the Dolgeville Central School District that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with article 57-A:

- (a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;
- (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Ayes All - Motion Carried 7:0

h. Accept Donation

Motion by Mrs. Izzo, second by Mrs. Williams, to accept the donation of 18 cases of Kleenex tissues to DES from Hannaford and Rob & Suz Caliguire. Estimated value: \$250.00.

Accept
Donation
Hannaford
Calguire
Kleenex

Ayes All - Motion Carried 7:0

i. Accept Donation

Motion by Mrs. Izzo, second by Mrs. Huddleston, to accept the donation of 1,000 fabric face coverings, 2 boxes of disposable masks, and 20 plastic shields to DCS from Gehring Tricot. Estimated value: \$2,700.00.

Accept Donation Gehring Tricot

Ayes All - Motion Carried 7:0

j. Equipment Disposal

Motion by Mrs. Izzo, second by Mr. Schmid, to declare the attached list of technology items as excess and to be disposed of at the discretion of the district.

Equipment

Face Masks

Disposal

Ayes All - Motion Carried 7:0

INFORMATION ONLY

a. Board Member Directory

b. Parent Letter

Information

Only

BOARD FORUM Board Forum

The board members offered the following comments during Board Forum:

- Mr. Thank you to the administrators for their efforts to prepare for the reopening of school!
- Thank you to Mr. Kawryga and Mrs. Radley for all they have done!
- Mr. Spofford thanked the BOE and Administrators for making him feel welcomed as a new board member.
- Thank you for the CARES Act discussion.
- Thank you for all of the generous donations to the district.
- Reminder to vote at BOCES Remington Building Purchase Vote on September 29th
- Thank you to all our teachers for their continue support!
- Thank you to our parents for completing the Reopening Survey!
- Thank you to Mr. Kawryga for serving as our Interim Superintendent.

EXECUTIVE SESSION Motion by Mr. Schmid, second by Mr. Spofford, to enter executive session at 7:25 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).	Enter Executive Session	
Ayes All – Motion Carried 7:0		
Motion by Mrs. Williams, second by Mrs. Huddleston, to return to regular session at 8:10 p.m.		
Ayes All - Motion Carried 7:0	Regular Session	
CSE/CPSE MINUTES AND RECOMMENDATIONS Motion by Mrs. Williams, second by Mr. Schmid, to approve the CSE/CPSE Minutes and Recommendations covering the period 7/15/20 through 8/14/20 as attached. Ayes All – Motion Carried 7:0	CSE/CPSE Min. & Rec. 7/15/20 - 8/14/20	
PERSONNEL	Personnel Actions	
Motion by Mrs. Izzo, second by Mrs. Huddleston, upon the recommendation of the Superintendent of Schools, to accept and approve the following retirements, resignations, terminations and leaves:	Approve Resign/Lv.	
To approve the termination of employment of Petra Moore as bus monitor effective August 19, 2020.	Appr.Term. P. Moore	
To approve the termination of employment of LeeAnn Helmer as bus monitor effective August 19, 2020.	Appr.Term. L. Helmer	
To accept the resignation of Cassie Conway as English Teacher effective August 31, 2020.	Accpt.Resign C. Conway	
To approve the military deployment leave request of Frank Engle, Social Studies Teacher, covering the period beginning September 2, 2020 through September 30, 2020, per Military Order.		
Ayes All – Motion Carried 7:0	Deployment F. Engle	
Motion by Mr. Maxwell, second by Mr. Spofford, upon the recommendation of the Superintendent of Schools, to approve the following appointments:	Approve Appoint.	
To approve the appointment of Lauren Vedete to the following position, replacing K. Bugeya: (This position was filled by B. Marfe as LTS for 2019-2020)	L.Vedete Reading Teacher	
Name:	reactiet	

eligible.

To approve the appointment of Taylor Tobias to the following position, replacing C. Conway: T. Tobias English Name:.....Taylor Tobias Teacher Position: English Teacher Tenure Area:..... English 7-12 Type: 10 Month Effective Date: 9/1/20 Probationary Period: 4 Year - 9/1/24 Certification: Transitional B Certificate - English Language Arts 7-12 - 8/18/20 - 8/31/23 Pending: English Language Arts 7-12, Emergency COVID-19 Salary:..... Step 1 DTA Salary Schedule - \$43,347.00 (Note: Ms. Tobias to be paid @ hourly rate for PD occurring before 9/1/20) To approve the appointment of Christopher Boufford to the following position: C. Boufford LT Substitute Name:.....Christopher Boufford Science Position:.....Long Term Substitute Teacher - Middle School Science Tenure Area:.....NA Certification: Uncertified Enrolled at Utica College eligible. (Note: Mr. Bouford to be paid @ hourly rate for PD occurring before 9/1/20) To approve the appointment of Megan Williams to the following position, replacing M. Randall: M.Williams Elementary Name:.....Megan Williams Teacher Position:.....Grade 6 Teacher Tenure Area: Elementary Education Type: 10 Month Effective Date: 9/1/20 Probationary Period: 4 Year - 9/1/2024 Certification: Emergency COVID-19 Certificate - Childhood Education (Grades 1-6) -7/31/20 - 8/31/21 Salary:..... Step 2 DTA Salary Schedule - \$44,196.00 To approve the appointment of Edward Campbell to the following position: Appr.Appt. E. Campbell Name:.....Edward Campbell LT Sub. Position:.....Long Term Substitute Teacher - English English Reason:.....Fill vacancy of E. Dutcher Effective Date: 9/1/2020 - 6/30/2021 Tenure Area:.....NA Certification: Uncertified Pending – English Language Arts 7-12, Emergency COVID-19 Pending – English Language Arts 7-12, Initial Certificate Rate of Pay:...........1/200th of Step 1 DTA Salary Schedule - (\$216.74/day) plus other DTA benefits as

(Note: Mr. Campbell to be paid @ hourly rate for PD occurring before 9/1/20)

K. Ryan, Sub

To approve the appointment of Jessica Bladek to the following position:	Appr.Appt. J. Bladek
Name:Jessica Bladek	LT Sub.
Position:Long Term Substitute Teacher – Special Education	Spec. Ed.
Reason: Fill vacancy of K. Cave	
Effective Date:9/1/2020 – 6/30/2021	
Tenure Area:NA	
Certification: Uncertified	
Pending – Students with Disabilities (Grades 5-9) Generalist, Emergency COVID-19 Pending – Students with Disabilities (Grades 5-9) Generalist, Initial Certificate	
Pending – Students with Disabilities (Grades 7-12) Generalist, Emergency COVID-19	
Pending – Students with Disabilities (Grades 7-12) Generalist, Initial Certificate Rate of Pay: 1/200th of Step 1 DTA Salary Schedule – (\$215.74/day) plus other DTA benefits as	
eligible.	
(Note: Mrs. Bladek to be paid @ hourly rate for PD occurring before 9/1/20)	
(Note: Mis. Bladek to be paid & hourly rate for 1 B occurring before 7/1/20)	
To approve the appointment of Nancie Cooney to the following position:	Appr.Appt. N. Cooney
Name:Nancie Cooney	LT Sub.
Position:Long Term Substitute Teacher – Art	Art
Reason:Fill leave of L. Rohacek	Teacher
Effective Date:9/1/20 – 10/28/20	
Tenure Area:NA	
Certification: Permanent Certification – Art – 9/1/1986	
Rate of Pay: 1/200 th of Step 1 DTA Salary Schedule - (\$216.74/day) plus other DTA benefits as	
eligible.	
To approve the appointment Christopher Hanifin to the following position:	Appr.Appt. C. Hanafin
Name:Christopher Hanifin	LT Sub.
Position:Long Term Substitute Teacher – MS Social Studies	Soc.Studies
Reason:Fill leave of F. Engle	Teacher
Effective Date:9/1/20 – 9/30/20	
Tenure Area:NA	
Certification:Uncertified	
Pending – Social Studies 7-12, Conditional Initial (1 Year)	
Rate of Pay:	
(Note: Mr. Hanafin to be paid @ hourly rate for PD occurring before 9/1/20)	
(Note: Mr. Hamanii to be paid & notify face for 1 b occurring before 7/1/20)	
To approve the appointment of McKensey Castor to the following position:	Appr.Appt. M. Castor
Name: McKensey Castor	LT Sub.
Position:Long Term Substitute Teacher – Elementary	Elem.
Reason:Fill leave of K. Hosicker	Teacher
Effective Date:9/1/20 – 9/18/20	
Tenure Area: NA	
Certification: Uncertified	
Enrolled at Utica College Rate of Pay: 1/200th of Step 1 DTA Salary Schedule - (\$216.74/day) plus other DTA benefits as	
eligible.	
(Note: Ms. Castor to be paid @ hourly rate for PD occurring before 9/1/20)	
(110to: 1101 dation to be paid & frontly face for 1 b occurring before 7/1/20)	
To approve the appointment Kelly Ryan as Substitute Teacher/TA.	Appr.Appt.
	V Dyan Cub

To approve the appointment of Michael Agosto as Substitute Teacher/TA.

Appr.Appt. M.Agosto, Sub.

To approve the appointment of the following substitute lists for school year 2020-2021 as attached: Substitute Teacher/TAs, Substitute Cafeteria Workers, Substitute Monitors, Substitute Clerical Workers, Substitute Custodial Workers and Substitute Transportation Workers.

Approve Substitute Lists 2020-21

To approve the appointment of the following teacher mentors for 2020-2021:

Teacher Mentors for 2020-2021

Mentor	New Teacher	Stipend	Duration
Diane Wagar	Edward Campbell – LT Sub	\$500.00	Full Year
James Simpson	Christopher Hanafin – LT Sub	\$ TBD	Pro-rate
Justin Daukontas	Christopher Boufford - LT Sub	\$500.00	Full Year
Amanda Petrie	Kristin Learnard	\$500.00	Full Year
Ashley Randall	Christopher Lee	\$500.00	Full Year
Linda Geesler	Jessica Bladek – LT Sub	\$500.00	Full Year
Paula Quick	Lauren Vedete	\$500.00	Full Year
Patricia Gracey	Taylor Tobias	\$500.00	Full Year

To approve the appointment of Robert Boyer as substitute bus driver, pending completion of 19A regulations.

Appr.Appt. R. Boyer Sub. Driver

Ayes All – Motion Carried 7:0

ADDITIONAL NON RESIDENT STUDENT REQUESTS FOR 2020-2021

Additional Non Resident Students 2020-2021

Motion by Mr. Schmid, second by Mrs. Huddleston, to approve the following non resident student requests for 2020-2021:

Jessica Guerriero for child: Eliza Sorensen Grade 6 OESJ Melissa Miles for child: Alicia Miles Grade 8 WCV

Ayes All – Motion Carried 7:0

FUTURE MEETINGS

Future Meetings

Special Meeting – Thursday, August 20, 2020 – Superintendent Search Workshop Regular Meeting – Tuesday, September 15, 2020

BOCES Vote – Remington Building – September 29, 2020 from 12:00-8:00 p.m.

Regular Meeting – Tuesday, October 20, 2020 Regular Meeting – Tuesday, November 17, 2020

ADJOURNMENT Adjournment

Motion by Mr. Schmid, second by Mrs. Williams, to adjourn at 8:03 p.m.

Ayes All – Motion Carried 7:0

Sandra L. Allen

District Clerk