

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

**Approved 3-21-2023**

Tuesday, February 14, 2023

Regular Meeting

James A. Green School

**PRESENT:**

S. Hongo, President  
J. Williams, V. President  
J. Schmid  
C. Williams  
C. Spofford  
T. Rutkowski (left @ 8:25 pm)

**ABSENT:**

J. Izzo

**OTHERS PRESENT:**

J. Gilfus  
C. Chrisman  
M. Primeau  
J. Radley  
Gabrielle Rockwell, Student BOE Member

**PRESIDING OFFICER:**

Scott Hongo, President

The regular meeting was called to order at 6:00 p.m. in the Jr./Sr. high school cafeteria.

Call to Order

President, Scott Hongo, asked everyone to rise and recite the Pledge of Allegiance.

Pledge to  
the Flag

**MINUTES**

Motion Motion by Mrs. J. Williams, second by Ms. C. Williams, to approve the minutes of January 17, 2023 (regular meeting), as presented.

Approve  
Minutes  
1/17/2023

Ayes All – Motion Carried 6:0

Motion by Mr. Spofford, second by Ms. C. Williams, to accept the audit/finance committee meeting minutes of 2/9/23 as attached.

Accpt.Min.  
Aud/Fin.  
Comm.

Ayes All – Motion Carried 6:0

**BOCES BUDGET PRESENTATION**

Sandra Sherwood, BOCES District Superintendent  
Stephen Coupe, BOCES Business Manager  
Holly Pullis, BOCES BOE President

BOCES  
Budget  
Presentation

BOCES BOE President, Ms. Pullis, introduced herself to the Board of Education with Mrs. Sherwood and Mr. Coupe reviewing the BOCES Budget for 2023-2024 as attached. Important dates include:

Thursday, March 30, 2023 – BOCES Annual Meeting

Wednesday, April 19, 2023 – BOCES Budget Vote and Election of Board Members

**CORRESPONDENCE**

Letter from Ruth Jaikin, Violet Festival Committee requesting use of parking lots and kitchen classroom.

Correspond.

Motion by Mr. Schmid, second by Mr. Spofford, to approve the request of the Violet Festival for use of school parking lots and bus garage parking lot (contingent upon availability due to capital project status) on 6/9/23, 6/10/23 and 6/11/23 for Violet Festival parking and for use of the kitchen classroom to prepare Easter pies and Thanksgiving pies during 2023.

Appr. Bldg.  
Use  
Violet  
Festival

Ayes All – Motion Carried 6:0

**FINANCIAL**

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

Approve  
Financials

That General Fund Schedule #A-45 in the sum of \$333,984.78; General Fund Schedule #A-46 in the sum of \$1,104.38; General Fund Schedule #A-48 in the sum of \$347,622.55; General Fund Schedule #A-49 in the sum of \$723,236.83; General Fund Schedule #A-51 in the sum of \$19,377.00; School Lunch Fund Schedule #C-8 in the \$21,943.65; Special Aid Fund Schedule #F-6 in the sum of \$2,516.76; and Capital Fund Schedule #HB-1 in the sum of \$27,825.00 be approved and ordered paid pursuant to review of claims auditor, Jacqueline Hill.

Approve  
Payment of  
Warrants

To accept the Treasurer's Report for January, 2023 as presented.

Accept  
Treas.Rept.  
1/2023

To accept the 2<sup>nd</sup> Quarter Extraclassroom Activity Report for 2022-2023 as presented.

Accpt.2nd Q.  
Extraclass.  
Report

Ayes All – Motion Carried 6:0

### **VOL. FIREFIGHTERS/AMBULANCE WKRS. EXEMPTION**

On behalf of the East Canada Creek Fire District, Mrs. Ruth Jaikin, requested that the Board of Education consider adopting a resolution offering an exemption to volunteer firefighters and ambulance workers on their property/school taxes. Mrs. Jaikin indicated that the rules regarding this exemption are rather strict and may not be worthwhile unless all entities approve (school, village, town, county, etc.) and would be available to only firefighters/ambulance workers who live here. This exemption would also eliminate the \$200.00 reduction each firefighter/ambulance worker currently receives on their state income taxes. The board agreed to take this request under consideration.

Volunteer  
Firefighters  
Ambulance  
Workers  
Exemption

### **BUDGET PRESENTATION – Mrs. Radley – Attached**

Mrs. Radley reviewed the preliminary 2023-2024 Dolgeville Central School Budget as attached with discussion regarding the tax cap as well.

DCS  
Budget  
Presentation

### **REPORTS**

Reports

#### Elementary School Report – Mrs. Chrisman – Attached

Elem. Rept.

The 5<sup>th</sup> and 6<sup>th</sup> grade winter concert was great. Congratulations to the students and music department. Monthly Magic was held on Friday, January 20<sup>th</sup>. Cornell Cooperative Extension came to DES as arranged by Connected Community Schools Coordinator, Sarah Williams-Herringshaw, with various activities for all age groups. DES Staff attended an impressive presentation at OESJ on the CKLA (Core Knowledge Language Arts) curriculum.

#### High School Report – Mr. Gilfus (*As interim secondary principal*)

HS Rept.

- 2nd semester is done!
- Students have been busy with bowling with STPA and snowshoeing at Potato Hill.
- DCS hosted the Ecuadorian music ensemble, Andes Manta, on Friday, February 3rd and the students and staff had a great time at the assembly.
- On Monday, March 6th (with BOCES funding) motivational speaker, Stephen Hill, will be here to speak to Grades 7-12 students on substance abuse. Stephen Hill, founder of Speak Sobriety, is a renowned national speaker on substance abuse prevention and mental health awareness.
- Friday, March 17th will be a half day with Parent/Teacher Conferences and DEI Training.
- Friday, March 31st will be a half day with DEI Training
- We continue to release "Senior Spotlights" with two seniors being recognized on Tuesdays and Thursdays. Thank you to Mr. Wilcox and Ms. Ashley for their assistance with this.
- Mr. Gilfus congratulated the top seniors of the Class of 2023, with a board recognition for these students and their parents to be held on Wednesday, April 19, 2023.

Final Ranking Class of 2023 ReportTop 10% in Rank Order

Gabriel Herringshaw, Jedidiah Guenther, Kendall Wilcox, Brayden Kamp, Gabrielle Rockwell, Gianna Lyon

Students with Averages 90% and Above

Gabriel Herringshaw, Jedidiah Guenther, Kendall Wilcox, Brayden Kamp, Gabrielle Rockwell, Gianna Lyon, Nicholas Mosher, Kira Juchheim, Jared Bilinski, Addison Claus, Ainsley Billings, Ethan Lovett, Alexandria Yockel, Lexus Lyon, Colton Seymour, Hailey Rockwell, Frank Guenther, Jayden Kamp, Connor Kraszewski, Kyleigh Jaquay, Julie Williams, Kamryn Comstock, Ashley Robotham, Isaiah Rockwell, Emily Harlow, Raelynn Williams, Trinity Mosher, Ireland Northrup, Lexie Morse and Braxton Barnes

CSE Director/Principal Report – Mrs. Primeau – Attached

CSE Rept.

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

Dean/AD

Superintendent's Report – Mr. Gilfus – Nothing to add to the provided BOE weekly report.

Supt. Rept.

Buildings & Grounds Report – Mrs. Radley - Attached

Build/Grounds

Transportation Report – Mr. Stack – Attached

Transport.

Food Service Report – Mr. Dupuis – Attached

Food Serv.

Technology Report – Mr. Dy, Mr. Randall – Attached

Technology

Revenue Analysis/Expenditure Analysis Reports for January, 2023 – Mrs. Radley – Attached

Rev/Expend.

Motion by Mr. Schmid, second by Mr. Spofford, to accept the above building reports as presented

Accpt. Bldg.  
Reports

Ayes All – Motion Carried 6:0

**PRIVILEGE OF THE FLOOR**

No public comments were heard.

Privilege of  
Floor

**OLD BUSINESS**

Old Business

a. Capital Project Update – Mr. Gilfus/Mrs. Radley

Capital  
Project

Mr. Gilfus and Mrs. Radley made the following comments:

- Regarding the roof project, the timeline to use grant funds by August 30th will not be a problem as bids are due by February 28th and the work is projected to take 8 weeks.
- A section of roof over the 7th/8th grade area is in very poor condition and we requested Pulver Roofing to do a small repair to stop the leaking.
- Regarding the turf/field project, the decision was made to go with cooperative purchasing rather than RFPs (Request For Proposals). Many of the vendors are on cooperative purchasing and we will get three different proposals. We will do the same with field lighting.
- Regarding the bid schedule, SED has already approved the bids for the roof and track. We anticipate SED approval on the bus garage upgrades in March.
- Regarding lead levels in the drinking water, the district works with Adam Hutchinson, Supervisor of Safety Service at the Herkimer BOCES. Water testing will occur again in Fall 2023.

- b. 2023-2024 District Calendar – Review  
Mr. Gilfus reviewed the most recent draft as of January 30, 2023. See attached

2023-2024  
Calendar  
Review

## NEW BUSINESS

New Business

- a. Resolution – Purchase School Buses  
Motion by Ms. C. Williams, second by Mrs. J. Williams, to adopt the following resolution:

Adopt  
Resolution  
Purchase  
Buses

**BE IT RESOLVED**, by the Board of Education of the Dolgeville Central School District, as follows:

Section 1. The proposition hereinafter set forth is hereby authorized to be submitted for the approval of the qualified voters of the District on the 16<sup>th</sup> day of May, 2023 (the “Vote”).

Section 2. The proposition set forth below shall be submitted at the Vote and the District Clerk shall include notice of the proposition in substantially the following form in the notice of the Vote:

**NOTICE IS HEREBY FURTHER GIVEN** that at the Vote to be held on May 16, 2023, the following proposition will be submitted:

### PROPOSITION

Purchase of School Buses

Shall the Board of Education be authorized to purchase three (3) 64-passenger school buses for the purpose of providing student transportation, including original equipment and incidental expenses for the foregoing purpose, at a total estimated cost not to exceed \$389,703; and to expend funds from the Vehicle Reserve Fund to the extent that it is funded?

Section 3. This resolution shall take effect immediately.

Vote: Mr. Hongo – Aye                      Absent: J. Izzo  
Mrs. J. Williams – Aye  
Mr. Schmid – Aye  
Ms. C. Williams – Aye  
Mr. Spofford – Aye  
Mrs. Rutkowski – Aye

Motion Carried.

- b. Annual Meeting Notice  
Motion by Ms. C. Williams, second by Mr. Spofford, to approve the Annual Meeting Notice for publication as attached.

Approve  
Annual Mtg.  
Notice

Ayes All – Motion Carried 6:0

- c. Contract for Rental of Facilities with Herkimer BOCES for PreK Classroom  
Motion by Mrs. J. Williams, second by Mr. Spofford, to approve the Contract for Rental of Facilities between the Herkimer BOCES and the Dolgeville Central School District for BOCES PreK Classroom for 2022-2023 as attached.

Approve  
Contract  
for Rental  
BOCES  
PreK

Ayes All – Motion Carried 6:0

d. Approve Memorandum of Agreement

Motion by Mr. Spofford, second by Ms. C. Williams, to approve the Memorandum of Agreement by and between the Dolgeville Central School District and the Dolgeville Teachers' Association dated January 31, 2023 pertaining to the course offering "Outdoor Science" involving teachers, James Simpson and Justin Daukontas, for school year 2022-2023 as attached. This Memorandum of Agreement will expire on June 30, 2023.

Appr. MOA  
DCSD &  
DTA  
Outdoor  
Science  
Course

Ayes All Motion Carried 6:0

e. Approve Memorandum of Agreement (s)

Motion by Mr. Spofford, second by Mrs. J. Williams, to approve the Memorandum of Agreement by and between the Dolgeville Central School District and the Dolgeville CSEA, Local 1000 AFSCME AFL-CIO and Christine Sherwood dated January 26, 2023, providing for one (1) additional day of personal leave for use during the 2022-2023 school year as outlined in the attached Memorandum of Agreement, and to also approve the Memorandum of Agreement by and between the Dolgeville Central School District and the Dolgeville CSEA, Local 1000 AFSCME AFL-CIO and Lisa Smith dated January 26, 2023, providing for one (1) additional day of personal leave for use during the 2022-2023 school year as outlined in the attached Memorandum of Agreement.

Appr. MOA  
DCSD &  
CSEA  
C.Sherwood  
L.Smith

f. Approve Memorandum of Agreement

Motion by Ms. C. Williams, second by Mr. Schmid, to approve the Memorandum of Agreement by and between the Dolgeville Central School District and the CSEA Local 1000, AFSCME AFL-CIO, Dolgeville Central School District Unit #7109, Herkimer County Local 822, dated February 10, 2023, to add the CSEA Employee Benefit Fund Member Plus Dental and Member Plus Vision Plans as attached. Once a new Collective Bargaining Agreement is reached with the CSEA, this agreement in its entirety will become part of the new Agreement.

Appr. MOA  
DCSD &  
CSEA  
Dental Plan  
Vision Plan

g. Tentative Agreement – DCSD and CSEA, Local 1000 AFSCME, AFL-CIO

The tentative agreement between the Dolgeville Central School District and the CSEA Local 1000, AFSCME AFL-CIO, Dolgeville Central School District Unit #7109 dated January 4, 2023 and attached was distributed for review by the Board of Education.

Tentative  
Agreement  
DCSD &  
CSEA

h. Accept Donation

Motion by Mrs. J. Williams, second by Ms. C. Williams, to accept the following musical instrument donations to the DCS music department made by Jack Pyle from the Estate of Jane Malin and Linda Helterline (See attached for further details):

Yamaha Clarinet Model YCL34 – Estimated value: \$325.00

Yamaha Guitar Model G-235 – Estimated value: \$200.00

York Cornet – Estimated value: \$45.00

Bach Stradivarius Model 37 Trumpet – Estimated value: \$2,000.00

Various used trumpet mutes (five) – Estimated value: \$100.00

Accept  
Donations  
Instruments  
Estate of  
J. Malin  
L. Helterline

Ayes All – Motion Carried 6:0

i. Equipment Disposal

Motion by Mr. Spofford, second by Ms. C. Williams, to declare a set of outdated "CPR Prompt" foam manikins in Mr. Risley's health classroom as excess/unusable and to be disposed of by the district as per attached request submitted by Mr. Risley.

Equipment  
Disposal  
CPR  
Manikins

Ayes All – Motion Carried 6:0

j. Nomination BOCES Board Member

Motion by Mrs. J. Williams, second by Mrs. Rutkowski, to adopt the following resolution: The Dolgeville Central School District Board of Education does hereby nominate Mr. James Schmid, residing at 707 Military Road, Dolgeville, NY, for the office of Member of the Board of Cooperative Educational Services Board of Education.

Nomination  
BOCES  
BOE  
Education

Ayes All – Motion Carried 6:0

k. BOE Policy for 1<sup>st</sup> Reading and Review

The following policy was presented to the board for 1<sup>st</sup> reading and review:  
8500 Special Education Programs and Services

BOE  
Policy  
1st Reading

l. Change in Position Title

Motion by Mr. Spofford, second by Mrs. Rutkowski, upon the recommendation of the Superintendent of Schools, to approve the change in position title of "Supervisor/Principal of Special Education" to "Director of Pupil Personnel Services" effective February 27, 2023, with all duties and responsibilities of This 12 month administrative position to remain the same.

Change Title  
Super/Princ.  
of Spec. Ed.  
to Director  
of Pupil  
Personnel  
Services

Ayes All – Motion Carried 6:0

**INFORMATION ONLY**

- a. Schedule of 2023 BOCES Budget Presentations to component Boards of Education
- b. Building Use Requests by outside groups approved by Superintendent
  - 1) Bruce Risley – Use HS Room 146 – CPR Class for Boy Scouts – 2/8/2023
  - 2) Ben Rutkowski – Use Gym space – Men's Adult Basketball – Sunday evenings beginning 2/5/23
  - 3) Kelly Daukontas – Use Gym space – Women's Adult Basketball – Sunday evenings beginning 2/12/23
  - 4) Cyrece Mahardy (Dolgeville Youth Basketball) – Use HS Cafeteria – Youth Basketball meeting – 1/30/2023
  - 5) Ruth Jaikin (Dolgeville Violet Festival) – Use school parking lots and bus garage parking lot for Violet Festival parking – 6/9/23 – 6/11/23 - \*Note–bus garage parking lot may not be available due to Capital Project
  - 6) Ruth Jaikin (Dolgeville Violet Festival)–Use HS Kitchen Classroom–Pie Baking–Easter & Thanksgiving 2023

Information  
Only

**BOARD FORUM**

The board members offered the following comments during Board Forum:

- Student BOE member reported that the senior clothing has arrived, the NHS is planning a service project in town, and students are looking forward to Senior Switch Day.
- Congratulations to our top seniors and looking forward to the April 19th evening with them
- Thank you for BOCES Budget Presentation
- Thank you to Mrs. Ruth Jaikin for the information on Firefighter/Ambulance Workers exemption
- Congratulations to all of the sports teams!
- Thank you to Gabby for serving as our student board member and for being involved and bringing student information to our meetings.
- Thank you to the administration, faculty and staff for all you do.

Board Forum

**EXECUTIVE SESSION**

Motion by Mr. Schmid, second by Mr. Spofford, to enter executive session at 8:23 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); and to discuss contract negotiations and ongoing litigations.

Enter  
Executive  
Session

Ayes All – Motion Carried 6:0

Mrs. Rutkowski left the meeting at 8:25 p.m.

Motion by Mrs. J. Williams, second by Mr. Spofford, to return to regular session at 9:30 p.m.

Return to  
Regular  
Session

Ayes All - Motion Carried 5:0

**CSE/CPSE MINUTES AND RECOMMENDATIONS**

Motion by Mrs. J. Williams, second by Ms. C. Williams, to approve the CSE/CPSE Minutes and Recommendations covering the period 1/11/2023 through 2/8/2023 as attached.

CSE/CPSE  
Min. & Rec.  
1/1/23 -  
2/8/23

Ayes All – Motion Carried 5:0

**PERSONNEL**

Personnel  
Actions

Motion by Mr. Spofford, second by Ms. C. Williams, upon the recommendation of the Superintendent of Schools, to accept and approve the following resignations/leaves/appointments:

Resignations  
Leaves  
Appoints.

To approve the amended employment contract for Business Manager, Jessica Radley, effective February 14, 2023.

Amend Emp.  
Contract  
J. Radley

To approve the probationary appointment of Dorothy Connor to the following position, replacing H. Campione/B. Straney. (*H. Campione temporarily replaced B. Straney and then moved to replace L. Hemmerich upon her retirement*)

Appr. Appt.  
D. Connor  
School  
Nurse

Name:.....**Dorothy Connor**

Position:.....School Nurse PreK-12

Type:.....10 Month

Effective Date:.....2/8/2023

Probationary Period:.....6 Month ending 10/8/2023

Certification:.....NYS Registered Nurse

Salary:.....\$56,164.48 to be pro-rated for the period 2/8/2023-6/30/2023  
(CSEA Contract \$35,819.00 + 21 years of experience)

To approve the probationary appointment of Tyler Smith to the following position, replacing K. Dowdall/K. Bleam:

Appr. Appt.  
T. Smith  
Sec. Math

Name:.....**Tyler Smith**

Position:.....7-12 Mathematics Teacher

Tenure Area:.....7-12 Mathematics Teacher

Type:.....10 Month

Effective Date:.....2/15/2023

Probationary Period:.....4 Year ending 2/15/2027

Certification:.....Initial Certificate – Mathematics 7-12 – 1/13/2023-1/31/2028

Salary:.....Step 1 DTA Salary Schedule - \$44,697.00 to be pro-rated for the period  
2/15/2023-6/30/2023

To approve the appointment of Katlin Wolford to the unpaid position of Instrumental Club Advisor for school year 2022-2023.

Appr. Appt.  
KC Wolford  
Instrum. Club

To approve the appointment of Kimberlee Maxwell as extended skills teacher for 2022-2023 to be paid at the rate of 1/200<sup>th</sup> of Step 5 - \$32.35/hr.

Appr. Appt.  
K. Maxwell  
Ext. Skills

To grant a permanent appointment (civil service) to Carla Lyon as Teacher Aide effective February 28, 2023.

Perm. Appt.  
C. Lyon

To grant a permanent appointment (civil service) to LeeAnn Helmer as Teacher Aide effective February 28, 2023.

Perm. Appt.  
L. Helmer

To grant a permanent appointment (civil service) to Frank Danielski as Bus Driver effective February 28, 2023.	Perm.Appt. F. Danielski
To grant a permanent appointment (civil service) to Erinn Randall as K-12 Monitor effective February 28, 2023.	Perm.Appt. E. Randall
To approve the appointment of Madeline Feldman as Substitute Teacher/TA, Substitute Teacher Aide and Substitute Monitor.	Appr.Appt. M.Feldman Substitute
To approve the appointment of Linda Hemmerich as Substitute Nurse.	Appr.Appt. L.Hemmerich Sub.Nurse
To approve the probationary appointment of Bridgett Manley to the following position, replacing M. Primeau. Name:..... <b>Bridgett Manley</b> Position:.....Director of Pupil Personnel Services Tenure Area: .....Administration PreK-12 Type:.....12 Month Effective Date: .....3/6/2023 Probationary Period: .....4 Year ending 3/6/2027 Certification:.....Internship Certificate – School Building Leader – 1/7/2022-1/31/2024 Permanent Certificate – School Counselor – 8/23/2017 Salary for 2022-2023.....Base Salary - \$78,050.00 to be pro-rated for the period 3/6/2023-6/30/2023	Appr.Appt. B. Manley Director of Pupil Personnel Services

Ayes All – Motion Carried 5:0

#### **ADDITIONAL NON RESIDENT STUDENT REQUEST FOR 2022-2023**

Motion by Mr. Schmid, second by Mr. Spofford, to approve the following non resident student request for school year 2022-2023:

Additional  
NonResident  
Student  
2022-2023

Jodie Brunet for child, Valdez Brunet      Grade 11      Little Falls (Home District)

Ayes All – Motion Carried 5:0

#### **FUTURE MEETINGS**

Future  
Meetings

Regular Meeting – March 21, 2023 – Budget Review  
Regular Meeting – April 18, 2023 – Tenure Celebration  
Special Meeting – April 19, 2023 (Wednesday) – Top Senior Recognition & BOCES Budget Vote  
Special Meeting – May 9, 2023 – Budget Hearing – Auditorium  
Special Meeting – May 16, 2023 – Budget Vote/Board Election – HS Cafeteria – 2:00-8:00 p.m.  
Regular Meeting – May 17, 2023  
Regular Meeting – June 20, 2023

#### **ADJOURNMENT**

Adjournment

Motion by Mrs. J. Williams, second by Mr. Spofford, to adjourn at 9:31 p.m.

Ayes All – Motion Carried 5:0

Sandra L. Allen  
District Clerk