

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

**Approved 12-15-2020**

Tuesday, November 17, 2020

Regular Meeting  
In-person / No Public

James A. Green School

**PRESENT:**

S. Hongo, President  
J. Williams, V. President  
J. Schmid  
C. Spofford  
J. Izzo  
R. Maxwell  
M. Huddleston (*via video-conferencing*)

**ABSENT:**

None

**OTHERS PRESENT:**

T. Kawryga  
C. Chrisman  
R. Leavitt  
M. Primeau  
J. Radley  
Sandra Sherwood, BOCES DS

**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 High School Cafeteria.

Call to Order

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

Pledge to the  
Flag

**MINUTES**

Motion by Mr. Maxwell, second by Mrs. Williams, to approve the minutes of October 20, 2020 (regular meeting) as presented; to approve the minutes of November 2, 2020 (special meeting) as presented; and to approve the minutes of November 4, 2020 (special meeting) as presented.

Approve  
Minutes  
10/20/2020  
11/2/2020  
11/4/2020

Ayes All – Motion Carried 7:0

**CORRESPONDENCE**

None

Correspond.

**FINANCIAL**

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

Approve  
Financial  
Items

That General Fund Schedule #A-16 in the sum of \$3,376.48; General Fund Schedule #A-18 in the sum of \$953,647.00; and School Lunch Fund Schedule #C-6 in the sum of \$7,108.63 be approved and ordered paid pursuant to review of claims auditor, Jacqueline Hill.

Approve  
Payment of  
Warrants

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

Accpt.Treas.  
Report 10/20

To adopt the following resolution for the 2020 School Tax Collector's Report:

Adopt  
Resolution  
Tax Collect.

RESOLVED that Scott Hongo, II, President of the Board of Education of the Dolgeville Central School District, in the Towns of Manheim, Salisbury, Stratford, Oppenheim and Ephratah, Counties of Herkimer and Fulton, NY, be and he hereby is authorized, empowered and directed to sign on behalf of said Board of Education of said District the Certificate of the Board of Education of said District attached to the "School Collector's Return to County Treasurer" of unpaid taxes of said District, which return is for the unpaid taxes assessed upon the lands in said District in the tax list made out and delivered to the Collector on the 1<sup>st</sup> day of September, 2020 and which return is dated and made on the 31<sup>st</sup> day of October, 2020.

To accept the 1<sup>st</sup> Quarter Extraclassroom Activity Report for 2020-2021 as presented.

Ayes All – Motion Carried 7:0

## REPORTS

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

A special “Thank You” to our Veterans. Due to COVID-19, our Veterans’ Day celebrations were held in-house. Our Parent/Teacher Conferences this year will be held in-person with proper protocols in place, some will be done virtually and others by telephone. PARP is currently on pause and we are looking into other reading challenges.

### High School Report – Mrs. Leavitt - Attached

Due to COVID-19, colleges are now “test optional” and will not be relying on SAT test scores for admittance.

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

The fall sports season 1 is now complete. Winter sports were scheduled to begin on 12/14/2020 and that date has now been moved to 1/4/2021. Congratulations to Jake Null upon signing National Letter of Intent to attend North Carolina State University and participate in the wrestling program there.

### Buildings & Grounds Report – Mrs. Radley - Attached

### Transportation Report – Mr. Stack – Attached

### Revenue Analysis/Expenditure Analysis Reports for October 2020 – Mrs. Radley – Attached

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

Ayes All – Motion Carried 7:0

## OLD BUSINESS

### a. BOE Policies for 2<sup>nd</sup> Reading and Adoption

Motion by Mr. Maxwell, second by Mrs. Williams to adopt the following Board Policies:

- 1) Revised Title IX Notice
- 2) Policy No. 0017 – Student Registration and Pre-Registration to Vote
- 3) Policy No. 5001 (Replaces 5681) – District-wide Safety Plan and Building-level Emergency Response Plans
- 4) Policy No. 5201 (Replaces 5660) – School Food Service Program and Meal Charge Policy
- 5) Policy No. 7501 (Partially Replaces 7250) – Parental Access to Instructional Materials, Third Party Surveys and Marketing Surveys
- 6) Policy No. 7600 (No previous policy) – Providing a Safe Public School Choice to Students who have been Victims of a Violent Criminal Offense
- 7) Policy No. 8204 (No previous policy) – Courses including Dissection of Animals
- 8) Policy No. 8505 (No previous policy) – Skills and Achievement Commencement Credential
- 9) Policy No. 8600 (Renumber/Revise 7211) – Accommodation of Hearing-Impaired Parents

Ayes All – Motion Carried 7:0

Reports

Elem. Rept.

HS Rept.

Dean/AD

Build/Grounds

Transport.

Rev/Expend.  
Report

Acpt.  
Bld. Reports

Old Business

Policies  
2nd Read  
Adoption  
Review

**NEW BUSINESS**

New Business

a. NYSMEC (New York School and Municipal Energy Consortium)

Motion by Mr. Maxwell, second by Mr. Schmid, to adopt the following Resolution authorizing participation in Cooperative Energy Purchasing Service (NYSMEC) for Electricity:

NYSMEC  
Resolution  
Electricity

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, Dolgeville Central School (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the Dolgeville Central School District to participate in the NYSMEC, and authorizes and directs Jessica Radley, Business Manager, to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$0.0736 cents per kWh for a term of at least one year and no more than three years commencing May 1, 2021, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

**AND**

To adopt the following resolution authorizing participation in Cooperative Energy Purchasing Service (NYSMEC) for Natural Gas

NYSMEC  
Resolution  
Natural Gas

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, Dolgeville Central School (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the Dolgeville Central School District to participate in the NYSMEC, and authorizes and directs Jessica Radley, Business Manager, to sign the Agreement/and or the Billing Schedule and Agreement for natural gas on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of natural gas delivered to the city gate of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity natural gas not to exceed \$0.583 cents per therm for a term of at least one year and no more than three years commencing May 1, 2021, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

Ayes All – Motion Carried 7:0

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|----|--|--|
| b. | <u>Budget Development Calendar for 2021-2022</u><br>Motion by Mr. Schmid, second by Mrs. Williams, to adopt the 2021-2022 Budget Development Calendar as attached. | Adopt<br>2021-2022<br>Budget<br>Calendar |
|----|--|--|

Ayes All – Motion Carried 7:0

- |    |  |  |
|----|--|--|
| c. | <u>Approve Memorandum of Agreement</u><br>Motion by Ms. Izzo, second by Mrs. Williams, to approve the Memorandum of Agreement by and between the Dolgeville Central School District and the Dolgeville Teachers' Association dated November 10, 2020 for school year 2020-2021 as attached (to address substitute teacher shortage). This Memorandum of Agreement will expire on June 30, 2021 unless further extended by the parties. | Approve<br>Memo of<br>Agreement<br>DCSD<br>DTA |
|----|--|--|

Ayes All – Motion Carried 7:0

- |    |   |                                     |
|----|---|-------------------------------------|
| d. | <u>Amend Instructional Substitute Rates for 2020-21</u><br>Motion by Ms. Izzo, second by Mr. Maxwell to approve the following amended substitute rates effective January 1, 2021 (to meet the minimum wage requirements): | Amended<br>Sub Rates<br>for 2020-21 |
|----|---|-------------------------------------|

Substitute Teacher – Uncertified w/out Bachelor's Degree	\$94/day
Substitute TA – Long Term Sub (At least 10 days)	\$88/day
Substitute TA	\$88/day

Ayes All – Motion Carried 7:0

- e. BOE Policies for 1<sup>st</sup> Reading and Review Policies  
1<sup>st</sup> Read &  
Review  
The following policies were presented to the BOE for 1<sup>st</sup> Reading and Review:  
1) Policy No. 5304 – Information Security Breach Policy  
2) Policy No. 5306 – Protection of Student, Teacher and Principal Personal Information (Data Security and Privacy)  
3) Policy 7006 (Replaces 7110) – Student Attendance  
4) Policy No. 7201 – Child Abuse in an Educational Setting  
5) Policy No. 8201 (Replaces 8450) – Homebound Instruction

- f. Accept Donation Accept  
Donation  
Motion by Mr. Maxwell, second by Ms. Izzo, to accept the donation of school supplies (single-subject notebooks, pencil cases w/pencil, sharpener, and eraser) to the elementary school from Fidelis Care. Fidelis

Ayes All – Motion Carried 7:0

- g. Accept donation Accept  
Donation  
Motion by Ms. Izzo, second by Mrs. Williams, to accept the donation of basketballs to the athletic department from the Dolgeville Basketball Program valued at \$348.50. Dolgeville  
Basketball  
Program

Ayes All – Motion Carried 7:0

- h. Amend BOE Meeting Calendar Amend  
BOE Mtg.  
Motion by Mr. Maxwell, second by Ms. Izzo, to amend the BOE Meeting Calendar for 2020-2021 to include a special meeting to be held on Wednesday, November 18, 2020. Calendar

Ayes All – Motion Carried 7:0

**INFORMATION ONLY**

- a. Bus Garage Lift – Quotes for Repair vs. Replacement – Attached Information  
Only  
b. Food Service Establishment Inspection Summary Report – Attached  
c. Red/Orange/Yellow Zones – COVID-19 – Attached

**BOARD FORUM**

- The board members offered the following comments during Board Forum: Board Forum  
▪ There was discussion regarding the county backlog on contact tracing for COVID-19.  
▪ Thank you to Mr. Kawryga, the Principals, Dean of Student/AD and Business Manager for the difficult work in keeping our school district running during this challenging time.

**CSE/CPSE MINUTES AND RECOMMENDATIONS**

- Motion by Mrs. Williams, second by Mr. Spofford, to approve the CSE/CPSE Minutes and Recommendations covering the period 10/16/20 through 11/12/20 as attached. CSE/CPSE  
Min. & Rec.  
10/16/2020-  
11/12/20

Ayes All – Motion Carried 7:0

**PERSONNEL**

- Motion by Mr. Maxwell, 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: Personnel  
Actions

To approve the leave request of Justine Slawson, elementary teacher, for the period beginning approximately December 21, 2020 for 12 weeks through approximately March 15, 2021. Appr.Lv.  
J.Slawson

To accept the resignation of Chelsea Jones as Monitor K-12 effective November 10, 2020. Acptt.Resign  
C. Jones

To approve the probationary appointment of Chelsea Jones to the following position, replacing A. Broughton:

Name:..... **Chelsea Jones**  
Position:..... Temporary Full Time Teacher Aide  
Type: ..... 10 Month – student specific  
Effective Date ..... 11/12/2020  
Probationary Period: .... 6 month  
Certification: ..... NA  
Salary:..... \$17,500.00 (pro-rated for 11/12/20-6/30/2021)

Appr.Appt.  
C. Jones  
Temp. FT  
Tea. Aide

To approve the appointment of Emily Krasko to the following position:

Name:..... **Emily Krasko**  
Position:..... Long Term Substitute Teacher  
Reason:..... Fill leave of E. Farquhar  
Effective Date:..... Approximately 12/7/2020 for 12 weeks  
Tenure Area:..... NA  
Certification: ..... Uncertified  
Enrolled at Utica College  
Rate of Pay:..... 1/200<sup>th</sup> of Step 1 DTA Salary Schedule - (\$216.74/day) plus other DTA benefits as eligible.

Appr.Appt.  
E. Krasko  
LT Sub.  
Teacher

To approve the probationary appointment of Sandra Gonyea to the following position, replacing C. Jones:

Name:..... **Sandra Gonyea**  
Position:..... Monitor K-12  
Type: ..... Hourly  
Effective Date ..... 11/12/2020 – 6/30/2021  
Probationary Period: .... 6 month  
Salary:..... \$12.50/hr.

Appr.Appt.  
S. Gonyea  
Monitor

To approve the appointment of McKensy Castor to the following position:

Name:..... **McKensy Castor**  
Position:..... Long Term Substitute Teacher – Elementary  
Reason:..... Fill leave of J. Slawson  
Effective Date:..... 12/15/2020 for 12 weeks  
Tenure Area:..... NA  
Certification: ..... Uncertified  
Enrolled at Utica College  
Rate of Pay:..... 1/200<sup>th</sup> of Step 1 DTA Salary Schedule - (\$216.74/day) plus other DTA benefits as eligible.

Appr.Appt.  
M.Castor  
LT Sub  
Teacher

To approve the appointment of extraduty coaching positions for 2020-2021 (winter sports season 2) as attached, contingent upon COVID-19 restrictions:

Appr.Appts.  
Extraduty  
Winter 20-21

Ayes All – Motion Carried 7:0

**ADDITIONAL NON RESIDENT STUDENT REQUEST FOR 2020-2021**

Additional  
NonResident  
Request

Motion by Mr. Maxwell, second by Mr. Spofford, to approve the following non resident student request for 2020-2021:

Nicole Proctor, for child Madelyn Frasier Grade K Little Falls

Ayes All – Motion Carried 7:0

**FUTURE MEETINGS**

Future  
Meetings

Special Meeting – Wednesday, November 18, 2020  
Regular Meeting – Tuesday, December 15, 2020  
Regular Meeting – Tuesday, January 19, 2021  
Regular Meeting – Tuesday, February 9, 2021

**EXECUTIVE SESSION**

Enter  
Executive  
Session

Motion by Mrs. Williams, second by Mr. Spofford, to enter executive session at 6:51 p.m. for the purpose of conducting an in-person interview for the position of Superintendent of Schools.

Ayes All – Motion Carried 7:0

Motion by Mrs. Williams, second by Mr. Schmid, to return to regular session at 9:11 p.m.

Return to  
Regular  
Session

Ayes All – Motion Carried 7:0

**ADJOURNMENT**

Adjourn  
Meeting

Motion by Mr. Maxwell, second by Mr. Schmid, to adjourn the meeting at 9:12 p.m.

Ayes All – Motion Carried 7:0

*Sandra L. Allen*

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District Clerk