

DOLGEVILLE CENTRAL SCHOOL
Dolgeville, NY 13329

Approved 7-21-2020

Tuesday, July 7, 2020

Reorganization Meeting

James A. Green School

PRESENT: S. Hongo, President J. Williams, VP J. Schmid J. Izzo R. Maxwell C. Spofford M. Huddleston (<i>via video-conferencing</i>)	ABSENT: None	OTHERS PRESENT: L. Rhone C. Chrisman R. Leavitt J. Radley Mrs. Sandra Sherwood, BOCES District Superintendent	PRESIDING OFFICER: Scott Hongo, President
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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 reorganization meeting was called to order at 7:00 p.m. in the auditorium.	Call to Order
Mr. Hongo asked everyone to rise and recite the Pledge of Allegiance.	Pledge to the Flag
Motion by Mr. Maxwell, second by Mrs. Williams, to nominate Scott Hongo as Temporary Chairperson for the reorganization meeting.	Temporary Chairperson
Ayes All – Motion Carried 7:0	
Mrs. Allen administered the Oath of Office to Craig Spofford, newly elected board member.	Adm. Oath C.Spofford
Motion by Mr. Schmid, second by Mrs. Williams, to enter executive session at 7:01 p.m. to discuss the recommended personnel appointments.	Enter Executive Session
Ayes All – Motion Carried 7:0	
Motion by Mr. Maxwell, second by Mrs. Izzo, to return to regular session at 7:08 p.m.	Return to Regular Session
Ayes All – Motion Carried 7:0	
Motion by Mrs. Williams, second by Mrs. Izzo, to appoint Sandra Allen as District Clerk for the 2020-2021 school year.	S. Allen Dist.Clerk
Ayes All – Motion Carried 7:0	
Motion by Mr. Maxwell, second by Mrs. Williams, to elect Scott Hongo as President of the Board of Education for the 2020-2021 school year.	Elect S. Hongo President
Ayes All – Motion Carried 7:0	
Motion by Mrs. Izzo, second by Mr. Maxwell, to elect Jennifer Williams as Vice President of the Board of Education for the 2020-2021 school year.	Elect J.Williams V. President
Ayes All – Motion Carried 7:0	

Motion by Mrs. Izzo, second by Mrs. Huddleston, to approve the following appointments:	Approve Appoints.
Appoint Lynn Rhone (and the Interim Superintendent to be named) as deputy district clerk for the 2020-2021 school year at no extra salary.	Deputy Clerk
Appoint Sara Martyniuk as district treasurer for the 2020-2021 school year.	S.Martyniuk Treasurer
Appoint Jessica Radley as deputy treasurer for the 2020-2021 school year.	J. Radley Dep.Treas.
Appoint M & T Bank and County of Herkimer as tax collectors for the 2020-2021 school year.	M & T Co. of Herk. Tax Collect.
Appoint M & T Bank (Little Falls Branch) deputy tax collector for 2020 with the following tellers authorized to collect tax payments: Samantha Noel, Makayla Cool, Shelby Walrath	M & T Bank Tellers Deputy Tax
Appoint Mary Metott (Nurse Practitioner in Family Health) for medical services as School Physician for school year 2020-2021.	Sch. Physician
Designate M & T Bank (Little Falls Branch) and Adirondack Bank as the official depositories of all district monies for the 2020-2021 school year.	Official Deposit.
Designate the Times Telegram as the official newspaper for the 2020-2021 school year.	Official Newspaper
Appoint Paula Mosher as census enumerator for the 2020-2021 school year.	P.Mosher Census
Appoint members for the Committee on Special Education/Pre-School for the 2020-2021 school year as attached.	CSE/CPSE Committee
Appoint the BOCES Occupational Advisory Committee to serve as the committee for the Dolgeville Central School for the 2020-2021 school year.	Occ.Adv. Committee
Appoint Paula Mosher as Attendance Officer for Grades K-6 for the 2020-2021 school year. The Attendance Officer for Grades 7-12 is to be determined.	Attendance Officer
Appoint Sandra Allen as Central Treasurer of the Extraclassroom Funds for the 2020-2021 school year.	S.Allen Extracc. Treas.
Appoint Lynn Rhone (and the Interim Superintendent to be named) and Jessica Radley as purchasing agents for the 2020-2021 school year at no extra salary.	L.Rhone J. Radley Purchase Ag.
Appoint Jessica Radley as Records Management Officer for the 2020-2021 school year at no extra salary.	J. Radley Rec.Manage.
Appoint Sandra Allen as Records Access Officer for the 2020-2021 school year at no extra salary.	S. Allen Rec.Access
Appoint Jessica Radley as investment officer for the 2020-2021 school year at no extra salary.	J.Radley Invest. Off.

Appoint Michelle Primeau as Review and Verification Officer and Lynn Rhone (and the Interim Superintendent to be named) as Hearing Officer for the 2020-2021 free and reduced lunch/breakfast program at no extra salary.	Rev.&Ver. Hear.Off. Lunch/Break
Appoint Lynn Rhone (and the Interim Superintendent to be named) as Payroll Certification Officer for the 2020-2021 school year at no extra salary.	L.Rhone Pay.Cert.
Appoint William VanGorder/Mang Insurance Agency as Insurance Consultant for the 2020-2021 school year.	VanGorder Mang Agenc. Ins. Consult.
Appoint the Herkimer-Fulton-Hamilton-Otsego BOCES Safety Service as the Asbestos Inspection/Management planner (LEA Asbestos Designee) for the 2020-2021 school year.	Asbestos Inspect./Mgr.
Appoint the Herkimer-Fulton-Hamilton-Otsego BOCES Safety Service for Lead Inspection services for the 2020-2021 school year.	Lead Inspect. Services
Appoint Michelle Primeau and Daniel Guenthner as Equal Opportunity/Compliance/Title IX Coordinators for the 2020-2021 school year.	M.Primeau D.Guenthner EO/Complia. Title IX
Appoint Michelle Primeau as 504 Coordinator for the 2020-2021 school year at no extra salary.	M. Primeau 504 Coord.
Appoint board members, Scott Hongo, James Schmid and Jennifer Williams, to serve on the Audit Committee for the 2020-2021 school year. Adam Minor-Swartz will serve as Community Representative.	Audit Committee
Appoint Robert Maxwell to serve as School Board Institute Executive Committee Representative and Marie Huddleston to serve as Alternate for the 2020-2021 school year.	SBI Represent.
Appoint Jacqueline Hill as Claims Auditor for the 2020-2021 school year.	Claims Auditor
Appoint Michelle Primeau as Medicaid Compliance Officer for the 2020-2021 school year at no extra salary.	Medicaid Comp. Off.
Appoint the Herkimer-Fulton-Hamilton-Otsego BOCES Safety Service as the Integrated Pest Management (IMP) Coordinator for the 2020-2021 school year.	IPM Coord.
Appoint Jessica Radley as faculty auditor for Extraclassroom Accounts for the 2020-2021 school year at no extra salary.	Faculty Auditor Extracc.
Appoint Daniel Guenthner as District Data Coordinator for the 2020-2021 school year.	District Data Coordinator
Appoint Mirella Pazzaglia as Dignity Act Coordinator (Grades PreK-12) for the 2020-2021 school year at no extra salary.	Dignity Act Coordinator
Appoint Michelle Primeau as CDOS (Career Development and Occupational Studies) Coordinator for the 2020-2021 school year.	CDOS Coordinator

Appoint Jessica Radley as the Madison Oneida Herkimer Workers' Compensation Board Representative for the 2020-2021 school year.		MOH Workers' Comp. Rep.
Appoint Lynn Rhone (and the Interim Superintendent to be named) as Chief Emergency Officer for the 2020-2021 school year.		Chief Emerg. Officer
The appointment of a Chemical Hygiene Officer is to be determined.		Chemical Hygiene Off.
Appoint the following persons to the District Safety Team for the 2020-2021 school year:		District-wide School Safety Team
Bruce Risley, Health/Safety Team	Bethany Straney, HS Nurse	
Lynn Rhone, Superintendent of Schools	Marylou Huddleston, BOE	
Ruth Leavitt, HS Principal	Jessica Radley, Business Manager	
Crystal Chrisman, Elem. Principal	Dave Redmond, Custodial	
Robert Maxwell, BOE	Joe Stack, Transportation	
Lee Gonyea, Elem. Teacher	Anthony Dupuis, Food Service	
Daniel Guenthner, Guidance	Dave Jaquay, Dolgeville Fire Department	
Linda Hemmerich, Elem. Nurse	School Resource Officer	
Interim Superintendent to be named		
Appoint the following persons to the Building Level Emergency Response Team (Elementary) for the 2020-2021 school year:		Building Level Emerg. Response Team (Elem)
Lynn Rhone	Mirella Pazzaglia	
Crystal Chrisman	Daniel Guenthner	
Lynne Licari	Linda Hemmerich	
School Resource Officer	Interim Superintendent to be named	
Appoint the following persons to the Building level Emergency Response Team (Secondary) for the 2020-2021 school year:		Building Level Emerg. Response Team (Secondary)
Lynn Rhone	Mirella Pazzaglia	
Ruth Leavitt	Daniel Guenthner	
Lynne Licari	Bethany Straney	
School Resource Officer	Interim Superintendent to be named	
The appointment of a Legislative Advocate for NYSSBA is to be determined.		Legislative Advocate NYSSBA
	Ayes All – Motion Carried 7:0	
Mrs. Allen administered the Oath of Office to Scott Hongo as Board President.		Oath of Off. President
Mrs. Allen administered the Oath of Office to Jennifer Williams as Board Vice President.		Oath of Off. V. President
Motion by Mrs. Williams, second by Mr. Schmid, to authorize District Treasurer, Sara Martyniuk, to sign checks and withdrawals.		Sign Checks/ Withdrawals
	Ayes All – Motion Carried 7:0	
Motion by Mrs. Izzo, second by Mr. Maxwell, that the Board of Education meeting dates have been set for the third Tuesday of each month at 6:00 p.m. (unless otherwise announced) as approved at the June 17, 2020 board of education meeting.		BOE Mtg. Dates for 2020-2021

Motion by Mrs. Williams, second by Mr. Maxwell, that the Audit Committee meeting dates have been set to coincide with the regular board meeting dates as follows: September 15, 2020, October 20, 2020, February 9, 2021, and June 15, 2021.	Audit Committee Mtg. Dates
Motion by Mrs. Izzo, second by Mr. Maxwell, to establish the 2020 tax collection period as follows:	Tax Collect. Period
September 1 – September 30, 2020 -- No Penalty October 1 – October 31, 2020 -- With Penalty November 1 -- County Collects	
Ayes All – Motion Carried 7:0	
Motion by Mrs. Williams, second by Mrs. Izzo, to authorize payment of \$0.575 per mile for use of private vehicles on school business based on the current IRS mileage rate. All mileage rate adjustments for 2020-2021 shall be based on the IRS mileage rate in effect.	Mileage Rates
Ayes All – Motion Carried 7:0	
Motion by Mrs. Izzo, second by Mr. Maxwell, to establish petty cash funds as follows:	Petty Cash Funds
High School: Mrs. Sandra Allen - \$100.00 Bus Garage: Mr. Joseph Stack - \$200.00	
Ayes All – Motion Carried 7:0	
Motion by Mrs. Izzo, second by Mr. Maxwell, to authorize the posting of annual financial statements for year ending June 30, 2020.	Auth.Posting Annual Fin. Statements
Ayes All – Motion Carried 7:0	
Motion by Mr. Maxwell, second by Mrs. Williams, to authorize Lynn Rhone, Superintendent (and the Interim Superintendent to be named), to approve attendance at conferences.	Appr. Conferences
Ayes All – Motion Carried 7:0	
Motion by Mrs. Izzo, second by Mr. Maxwell, to authorize the use of facsimile signatures of Board President and Treasurer.	Authorize Facsimile Signatures
Ayes All – Motion Carried 7:0	
Motion by Mr. Maxwell, second by Mrs. Izzo, to authorize the Elementary and Secondary School Principals to suspend pupils according to established policies.	Authorize Principals to Suspend
Ayes All – Motion Carried 7:0	
Motion by Mrs. Izzo, second by Mr. Maxwell, to authorize the Superintendent (and the Interim Superintendent to be named), in an emergency, to appoint employees on a temporary basis (with prior notification to the board members) with the understanding that the Board of Education will make the final determination at the next subsequent board of education meeting.	Supt. to hire employees temporarily
Ayes All – Motion Carried 7:0	
Motion by Mrs. Izzo, second by Mr. Maxwell, to authorize the providing of refreshments at Board of Education meetings.	Authorize Refresh at BOE Mtgs.
Ayes All – Motion Carried 7:0	

Motion by Mr. Maxwell, second by Mrs. Williams, to approve the Board Policy Manual for 2020-2021 with revisions to be made throughout the year. Bd. Policy Manual

Ayes All – Motion Carried 7:0

COMMENCEMENT NOTES

Commence.
Notes

Mrs. Leavitt congratulated the Class of 2020. The ceremony was unprecedented in light of COVID-19 but was able to be held outside and in-person with two ceremonies with 150 people each attending. Mrs. Leavitt thanked Mr. Gehring as the keynote speaker as well as all of the donors of the awards. Mrs. Leavitt thanked the parents and teachers and wished the graduates well.

NEW BUSINESS

New
Business

- a. Authorize Budget Transfers
Motion by Mr. Maxwell, second by Mrs. Williams, to authorize the Superintendent (and the Interim Superintendent to be named) to approve budget transfers during school year 2020-2021. Supt. to Approve Budget Transfers

Ayes All – Motion Carried 7:0

- b. Approve Minutes
Motion by Mrs. Williams, second by Mr. Maxwell, to approve the minutes of June 17, 2020 (regular meeting) as presented and to approve the minutes of June 30, 2020 (special meeting) as presented. Approve Minutes 6/17/2020 6/30/2020

Ayes All – Motion Carried 7:0

- c. Budget Review and Adopt Contingent Budget for Period July 1-28, 2020:
Motion by Mrs. Williams, second by Mr. Maxwell, to adopt the following resolution: Adopt Contingent Budget

RESOLUTION OF THE DOLGEVILLE CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION AUTHORIZING RE-VOTE ON 2020-21 SCHOOL BUDGET

WHEREAS, the voters of the Dolgeville Central School District (the “School District”) did not approve the proposed budget for the 2020-2021 school year at the Annual District Meeting and General Election held on June 9, 2020; and

WHEREAS, the Board has received and considered a proposed contingency budget for the coming school year and a statement specifying the projected percentage increase/decrease in total spending for the school year, and explaining to the extent applicable the reasons for disregarding any portion of an increase in spending in formulating the contingency budget, which is hereby incorporated by reference in this resolution;

WHEREAS, on July 1, 2020 in the absence of any Executive Order specifying the date and terms of a revote under the current State disaster emergency, the Board of Education adopted a resolution appropriating funds and authorizing expenditures through August 3, 2020 and reserving the right to authorize a revote or to adopt a contingency budget; and

WHEREAS, on July 3, 2020, the Governor of the State of New York issued Executive Order 202.47 providing subject to certain specifications, that the 2020-21 budget can be submitted to the voters for a revote on July 28, 2020; and

WHEREAS, the Board of Education has determined that it is in the best interests of the District to provide the opportunity to the residents of this District to vote on an amended budget as authorized by Executive Order 202.47, at an election compliant with the directives of the New York State and County Health Departments;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Dolgeville Central School District, acting pursuant to Sections 2022 and 2023 of the Education Law and exercising its implicit powers under Education Law Section 1079 (33) and Executive Order 202.47 (July 3, 2020) that:

1. The Board of Education hereby authorizes and directs the Administration to prepare for and conduct an election to be held on July 28, 2020 for the purposes of a revote upon an amended budget, which shall be presented for public hearing; and further directs that:

- (a) Consistent with the directive of Executive Order 202.47, in lieu of the normal published notices contemplated by the Education Law, notice of such revote election shall be provided by postcard, to be mailed to all residents; provided, however, that to the extent that the District has valid email addresses for residents, the postcard notice may be emailed to such residents;
- (b) Consistent with the directive of Executive Order 202.47 a public hearing on the amended budget will be conducted at the Dolgeville Central School District in the Sam Camardello Auditorium, 38 Slawson Street, Dolgeville, NY on Tuesday, July 14, 2020.
- (c) Consistent with the directive of Executive Order 202.47, the post card notice shall advise residents that there will be a revote on the amended budget on July 28, 2020 and shall state the time and place the revote; the date of the public hearing on such budget; the definition of a qualified voter; and the instructions for applying for an absentee ballot;
- (d) Inasmuch as Executive Order 202.47 was not issued in time to permit military ballots to be sent at least twenty-five days before the vote, the Administration is directed to make its best effort to have military ballots mailed no later than the close of business on July 7, 2020;
- (e) Consistent with the directive of Executive Order 202.47, the election shall be conducted in a manner compliant with such guidelines as have been or may be issued by the New York State or County Department of Health pursuant to the authority of Executive Order 202.47;
- (f) Consistent with the directive of Executive Order 202.47 and notwithstanding any law to the contrary, the potential for contracting the COVID -19 virus shall be deemed to be a temporary illness for the purposes of eligibility to vote as an absentee voter; and
- (g) Consistent with the directive of Executive Order 202.47, the compilation of data comprising the District's property tax report card shall be made available electronically no later than July 21, 2020.

2. The Board of Education hereby determines that, as expressly provided by Executive Order 202.47 for the period July 1-28, 2020, the District is hereby authorized to operate on a contingency basis, using expenditures reflected under the proposed contingency budget presented by the Administration to the Board of Education.

3. The Board of Education reserves the right to adopt and continue a contingency budget in the event that the amended budget presented to the voters under this Resolution and Emergency Order 202.47 is not adopted.

4. This resolution shall take effect immediately.

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

Motion Carried.

d. Budget Review and Adopt budget for Budget Revote scheduled July 28, 2020

Mrs. Radley reviewed with the board the final budget proposal for 2020-2021 as attached.

Adopt
Budget for
Revote
7/28/2020

A motion by Mr. Maxwell, second by Mrs. Williams, that the proposed 202021 budget be adopted and presented to the public for Re-Vote on July 28, 2020 as follows:

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 2020-21 in the total amount of \$18,518,668. and to levy the necessary tax therefore.

Ayes All – Motion Carried 7:0

e. Approve Property Tax Report Card (Revised for Budget Revote)

Motion by Mrs. Williams, second by Mrs. Izzo, that the Property Tax Report Card dated July 7, 2020 be approved as attached showing a proposed tax levy for 2020-2021 in the total amount of \$4,935,842.

Approve
Property Tax
Report Card
Budget
Revote

Ayes All – Motion Carried 7:0

f. Appoint Tellers/Inspectors for Budget Revote

Motion by Mrs. Williams, second by Mrs. Izzo, to approve the appointment of the following Tellers/Inspectors for the Budget Revote scheduled for Tuesday, July 28, 2020: Jennifer Winkler, Lacy Bayor, Donna Loucks, Carmelita Maddocks, Esther Ellis and Carol Ernye.

Appoint
Tellers/Insp.
Budget
Revote

Ayes All – Motion Carried 7:0

g. BOCES Superintendent – Mrs. Sandra Sherwood – Superintendent Search

Mrs. Sandra Sherwood, BOCES District Superintendent, outlined with the board the basic steps in the Superintendent Search process as attached. The first step is to determine how the board would like to conduct the search: 1) Choose internal candidate – no search necessary. 2) BOE conduct search itself. 3) Hire a search consultant or 4) BOCES DS serve as search consultant. Mrs. Sherwood reviewed the other items as listed on the attached handout in further detail.

BOCES
DS
Supt.
Search

EXECUTIVE SESSION

Motion by Mr. Schmid, second by Mrs. Williams, to enter executive session at 6:45 p.m. to discuss items related to the medical, financial, credit or employment history of a particular person or matters leading to the appointment, employment, promotion, demotion, discipline suspension, dismissal or removal of a particular person.

Enter
Executive
Session

Ayes All – Motion Carried 7:0

Motion by Mrs. Williams, second by Mr. Schmid, to return to regular session at 7:46 p.m.

Return to
Regular
Session

Ayes All - Motion Carried 7:0

ADJOURNMENT

Adjournment

Motion by Mrs. Huddleston, second by Mrs. Izzo, to adjourn the meeting at 7:49 p.m.

Ayes All – Motion Carried 7:0

Sandra L. Allen

District Clerk