

DOLGEVILLE CENTRAL SCHOOL
Dolgeville, NY 13329

Approved 10-20-2020

Tuesday, September 15, 2020

Regular Meeting
In-person / No Public

James A. Green School

PRESENT:

S. Hongo, President
J. Williams, V. President
J. Schmid
M. Huddleston
C. Spofford
J. Izzo (Left @ 8:31 p.m.)
R. Maxwell

ABSENT:

None

OTHERS PRESENT:

T. Kawryga
C. Chrisman
R. Leavitt
M. Primeau
J. Radley

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 Ms. Izzo, to approve the minutes of August 18, 2020 (regular meeting) as presented.

Approve
Minutes
8/18/2020

Ayes All – Motion Carried 7:0

Motion by Mrs. Williams, second by Ms. Izzo, to approve the minutes of August 20, 2020 (special meeting) with the following correction: Ms. Izzo left the meeting at 5:53 pm and not 6:53 pm as indicated in the attendance roster.

Approve
Minutes
8/20/2020
w/correction

Ayes All – Motion Carried 7:0

AUDIT REPORT FOR 2019-2020

Mr. Michael Rossi from West & Company, CPAs PC reviewed virtually with the Board of Education the findings of the annual audit report for school year 2019-2020. The Report and Management Letter were reviewed by Mr. Rossi. (See attached Management letter). The district went in a good financial direction this year with management reducing spending over the past two years and savings due to the school being shut down because of COVID-19.

Audit Report
for 2020-21

Based on the report of West & Company and the recommendation of the audit committee, a motion was made by Mr. Hongo, second by Mrs. Williams, to accept the annual audit report of West & Company, CPAs PC for school year 2019-2020. See attached audit committee meeting minutes.

Ayes All – Motion Carried 7:0

CORRESPONDENCE - No Correspondence

Correspond.

FINANCIAL

Motion by Mrs. Williams, second by Mrs. Izzo, to approve payment of the following warrants:

That General Fund Schedule #A-9 in the sum of \$304,289.24; General Fund Schedule #A-10 in the sum of \$563,882.77; School Lunch Fund Schedule #C-3 in the sum of \$17,913.58; and Special Aid Fund Schedule #F-2 in the sum of \$1,500.00 be approved and ordered paid pursuant to review of claims auditor, Jacqueline Hill.

Motion by Mrs. Williams, second by Ms. Izzo, to accept the Treasurer’s Report for August 2020 as presented.

Approve
Financial
Items

Approve
Payment of
Warrants

Accept
Treas. Rept.

Ayes All – Motion Carried 7:0

REPORTS

Elementary School Report – Mrs. Chrisman – Attached

Thank you to student, Audrey Williams, for making and donating hundreds of masks which were delivered to students on the first days of school. We had a good opening of school with successful student arrivals and dismissals so far.

High School Report – Mrs. Leavitt - Attached

We had a good opening of school and are using the hybrid model.

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

Mr. Zilkowski reviewed with the board the options available as attached for having sports teams this fall. Fall Sports 1 - low and moderate risk sports - will be allowed to begin September 21st (soccer and cross-country) and we need to determine at which levels, based on the dynamics of our own district. Districts are meeting with their boards for input and based on our re-opening plan, Mr. Zilkowski believes that DCS can safely move forward with some activities. Fall Sports 2 - high risk sports – (football, volleyball and cheerleading) cannot begin until March 1st.

Motion by Mrs. Huddleston, second by Mr. Maxwell, to move forward with Varsity and JV soccer and Varsity and JV cross-country as outlined in the re-opening plan, beginning September 21st without a 5:30 pm late bus. The district will revisit sports teams for modified students at a later date.

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

Reports
Elem. Rept.

HS Rept.

Dean/AD

Approve
Playing
Varsity & JV
Soccer and
Cross Country
Fall 2020
during
COVID

Motion Carried.

Note: Mr. Schmid believes that the district is taking too much of a risk by allowing soccer to proceed, with athletes being in close contact with other school’s athletes. Concerned about liability.

Buildings & Grounds Report – Mr. Redmond - Attached

Transportation Report – Mr. Stack – Attached

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

Motion by Mr. Maxwell, second by Ms. Izzo, to accept the above reports as presented.

Ayes All – Motion Carried 7:0

Build/Grounds

Transport.

Rev/Expend.
Report

Accept
Bldg.
Reports

OLD BUSINESS

Old Business

- a. Athletic Code of Conduct for 2020-2021
Motion by Mr. Maxwell, second by Mrs. Williams, to adopt the 2020-2021 Athletic Code of Conduct as presented.

Adopt
Athletic
Code of
Conduct

Ayes All – Motion Carried 7:0

NEW BUSINESSNew
Business

- a. District Code of Conduct for 2020-2021
The District Code of Conduct for 2020-2021 was distributed for 1st Reading and Public Comment.
- b. District-wide School Safety Plan for 2020-2021
The District-wide School Safety Plan for 2020-2021 was distributed for 1st Reading and Public Comment.
- c. Building Safety Plans for 2020-2021
Motion by Mrs. Williams, second by Mr. Maxwell, to approve the Building Safety Plan (Grade K-6) for 2020-2021 and to approve the Building Safety Plan (Grades 7-12) for 2020-2021. (Confidential Documents).
- d. Approve SPO Agreement for 2020-2021
Motion by Ms. Izzo, second by Mrs. Williams, to approve the Interagency Agreement for School Patrol Officer (SPO) Services between the Village of Dolgeville and the Dolgeville Central School District for school year July 1, 2020 through June 30, 2021, as attached.

1st Reading
C of Conduct1st Reading
District-wide
Safety PlanApprove
Building
Safety PlansApprove
SPO
Agreement
2020-2021

Ayes All – Motion Carried 7:0

- e. Approve Memorandum of Agreement between DCSD and DAA
Motion by Mr. Maxwell, second by Mrs. Williams, to approve the Memorandum of Agreement to Amend and Extend the Collective Bargaining Agreement by and between The Dolgeville Central School District and The Dolgeville Administrators' Association dated September 11, 2020 as attached.

Approve
MOA
DCSD &
DAA

Ayes All – Motion Carried 7:0

- f. Approve Memorandum of Agreement between DCSD and DTA
Motion by Ms. Izzo, second by Mr. Maxwell, to approve the Memorandum of Agreement by and between The Dolgeville Central School District and The Dolgeville Teachers' Association dated September 11, 2020 as attached.

Approve
MOA
DCSD &
DTA

Ayes All – Motion Carried 7:0

- g. Accept Donation
Motion by Mrs. Williams, second by Mrs. Huddleston, to accept a monetary donation to the Elementary and High School libraries from Mr. and Mrs. William Naple - \$250.00.

Accept
Donation
Mr. and Mrs.
William
Naple

Ayes All – Motion Carried 7:0

- h. Accept Donation
Motion by Ms. Izzo, second by Mrs. Huddleston, to accept the donation of 30 backpacks, each filled school supplies to be distributed to students in need from the Salvation Army and Mrs. Barbara Hartness.

Accept
Donation
Salvation
Army &
B. Hartness

Ayes All – Motion Carried 7:0

- | | | |
|-------------------------------|--|---|
| i | <u>Accept Donation</u>
Motion by Mr. Maxwell, second by Ms. Izzo, to accept the donation of \$1,000.00 from the Chevy Youth Sports Program in coordination with Fuccillo Chevrolet in Nelliston, NY in relation to a sponsorship to Dolgeville Central School – Football. | Accept
Donation
Chevy Youth
Sports &
Fuccillo |
| Ayes All – Motion Carried 7:0 | | |
| j. | <u>Accept donation</u>
Motion by Mrs. Williams, second by Mrs. Huddleston, to accept a monetary donation to the Athletic Vending Commission Fund from the Dolgeville Basketball Program - \$183.05. | Accept
Donation
Dolgeville
Basketball
Program |
| Ayes All – Motion Carried 7:0 | | |
| k. | <u>Approve Extraclassroom Clubs for 2020-2021</u>
Motion by Mrs. Williams, second by Mrs. Huddleston, to approve the Extraclassroom Clubs for school year 2020-2021 as attached. | Extraclass
Clubs |
| Ayes All – Motion Carried 7:0 | | |
| l. | <u>Create Office Assistant II Position</u>
Motion by Mr. Maxwell, second by Mrs. Huddleston, upon the recommendation of the Interim Superintendent, that the Board of Education does hereby create one full time (1.0 FTE) position of Office Assistant II effective September 1, 2020. | Create
Office
Assistant II
Position |
| Ayes All – Motion Carried 7:0 | | |
| m. | <u>Create Teaching Assistant Position</u>
Motion by Ms. Izzo, second by Mr. Maxwell, upon the recommendation of the Interim Superintendent, that the Board of Education does hereby create a full time position of Teaching Assistant (1-year position funded through the CARES Grant) effective September 1, 2020. | Create
Teaching
Assistant
Position
1 Year |
| Ayes All – Motion Carried 7:0 | | |

INFORMATION ONLY

- | | | |
|----|---|---------------------|
| a. | Title Change – School Resource Officer (SRO) to School Patrol Officer (SPO) | Information
Only |
| b. | Letter to Mr. Joseph J. Novak | |
| c. | Legal Notice for BOCES – Remington Building Purchase | |
| d. | Superintendent Vacancy Notice Brochure | |

BOARD FORUM

The board members offered the following comments during Board Forum:

- | | |
|---|-------------|
| <ul style="list-style-type: none"> ▪ FYI – The Village of Dolgeville has hired crossing guards ▪ Thank you to everyone for the hard work to prepare for the opening of school ▪ Thank you to Mr. Kawryga and Mr. Hongo for the excellent welcoming speeches on Opening Day and we are looking forward to a great year ▪ Thank you to Audrey Williams for the beautiful masks with school logo and 2021 ▪ Thank you for all the generous donations received ▪ Congratulations to Mrs. Radley on a great job on the financial audit ▪ Thank you to the principals, dean of students/athletic director and interim superintendent ▪ Thank you to Mr. Zilkowski for your hard work with athletics for our children ▪ Thank you to Mrs. Radley and Mr. Kawryga ▪ Thank you to the administrators and teachers for implementing the re-opening plan ▪ Thank you to the custodians for their tireless work in maintaining the facilities during COVID ▪ Thank you to our parents and for their continued support | Board Forum |
|---|-------------|

EXECUTIVE SESSION

Motion by Mrs. Williams, second by Mrs. Huddleston, to enter executive session at 8:08 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 8:30 p.m.

Return to
Regular
Session

Ayes All - Motion Carried 7:0

Ms. Izzo left at 8:31 p.m.

CSE/CPSE MINUTES AND RECOMMENDATIONS

Motion by Mrs. Williams, second by Mr. Maxwell, to approve the CSE/CPSE Minutes and Recommendations covering the period 8/15/20 through 9/11/20 as attached.

CSE/CPSE
Min. & Rec.
8/15/20 -
9/11/20

Ayes All – Motion Carried 6:0

PERSONNEL

Personnel
Actions

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 and leaves:

Approve
Resignations
Leaves

To accept the resignation of Katrina Cheney as Cleaner effective September 1, 2020.

Accpt.Resign
K. Cheney

To accept the declination/resignation of Christopher Boufford as Long Term Substitute Teacher for MS Science effective August 20, 2020.

Accpt.Resign
Decline
C. Boufford

To accept the resignation of Ellen Lewandowski as Part-Time Teaching Assistant effective September 1, 2020.

Accpt.Resign
E.Lewandowski

To accept the resignation of Joanne Zilkowski as Part-Time Teaching Assistant effective September 1, 2020.

Accpt.Resign
J. Zilkowski

To approve the leave request of Bonnie Boyd, Teaching Assistant, covering the period beginning September 2, 2020 for 12 weeks, pending further information being provided to the business office.

Appr.Leave
B.Boyd

To approve the leave request of Sabrina Edick, part-time teaching assistant, covering the period beginning September 2, 2020 through a date to be determined, in order to be a long term substitute TA.

Appr.Leave
S. Edick

To approve the extension of military deployment, leave of Frank Engle, Social Studies Teacher, from October 1, 2020 through November 13, 2020, per Military Order.

Extend Lv.
F. Engle

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

Approve
Appoints.

To approve the appointment of Antonia Avery to the following position, replacing K. Cheney:

Appr.Appt.
A.Avery
Cleaner

Name:.....**Antonia Avery**
Position:.....Cleaner
Type:12 Month
Effective Date9/16/2020
Probationary Period:6 Month – 3/16/2021
Salary:.....\$30,932.00

To approve the appointment of Dillon Lyon to the following position, replacing W. Johnson:

Appr.Appt.
D. Lyon
PT Cleaner

Name:.....**Dillon Lyon**
Position:.....Part Time Cleaner
Type:Hourly
Effective Date9/16/2020
Probationary Period:6 Month – 3/16/2021
Salary:.....\$12.50/hour

To approve the appointment of Petra Moore to the following position, replacing C. Willis:

Appr.Appt.
P. Moore
PT Fd.Serv.

Name:.....**Petra Moore**
Position:.....Part Time Food Service Worker
Type:Hourly
Effective Date9/16/2020
Probationary Period:NA – Held position previously
Salary:.....\$12.50/hour

To approve the appointment of Melissa George to the following position, replacing S. Jaquay:

Appr.Appt.
M. George
PT Fd.Serv.

Name:.....**Melissa George**
Position:.....Part Time Food Service Worker
Type:Hourly
Effective Date9/16/2020
Probationary Period:6 Month – 3/16/2021
Salary:.....\$12.50/hour

To approve the appointment of Robert Boyer to the following position, replacing V. Smith:

Appr.Appt.
R. Boyer
Bus Driver

Name:.....**Robert Boyer**
Position:.....Bus Driver (800)
Type:10 Month
Effective Date9/16/2020
Probationary Period:6 Month – 3/16/2021
Salary:.....\$14,198.00

To approve the following appointment adjustment for bus monitor, Kelly Purpura:

Appr.Appt.
Adjustment
K.Purpura
Bus Monitor

Name:.....**Kelly Purpura**
Position:.....Bus Monitor (1200) - (This is an increase from 800 hr.)
Type:10 Month
Effective Date9/16/2020
Probationary Period:NA
Salary:.....\$15,168.00

To approve the appointment of Ellen Lewandowski to the following new position created at this BOE meeting:

Appr.Appt.
E.Lewandowski
Off.Asst. II

Name:..... **Ellen Lewandowski**
Position:..... Office Assistant II
Type: 12 Month
Effective Date 9/1/2020
Probationary Period: 6 Month – 3/1/2021
Salary:..... \$31,484.00

To approve the appointment of LeeAnn Helmer to the following new position created at the 8/18/2020 BOE meeting.

Appr.Appt.
L. Helmer
Monitor

Name:..... **LeeAnn Helmer**
Position:..... Monitor K-12
Type: Hourly
Effective Date 9/1/2020 – 6/30/2021
Probationary Period: None
Salary:..... \$12.50/hr.

To approve the appointment of Chelsea Jones to the following new position created at the 8/18/2020 BOE meeting.

Appr.Appt.
C. Jones
Monitor

Name:..... **Chelsea Jones**
Position:..... Monitor K-12
Type: Hourly
Effective Date 9/1/2020 – 6/30/2021
Probationary Period: None
Salary:..... \$12.50/hr.

To approve the appointment of Edward Campbell to the following position, replacing E. Dutcher:

Appr.Appt.
E. Campbell

Name:..... **Edward Campbell**
Position:..... HS English Teacher
Tenure Area:..... English
Type: 10 Month
Effective Date: 9/16/2020
Probationary Period: 4 Year – 2/3/2020 – 2/2/2024 (Includes LT substitute service)
Certification: Emergency COVID-19 Certificate
English Language Arts 7-12 – 8/18/2020-8/31/2021
Pending – Initial Certificate – English Language Arts 7-12
Salary:..... Step 2 DTA Salary Schedule - \$44,196.00

To approve the appointment of Karen Napolitano to the following position:

Appr.Appt.
K.Napolitano
LT Sub
MS Science

Name:..... **Karen Napolitano**
Position:..... Long Term Substitute Teacher – MS Science
Reason:..... Fill vacancy – J. Daukontas moved to HS Science
(Prior LT Sub. C.Boufford resigned/declined)
Effective Date: 9/16/2020 – 6/30/2021
Tenure Area:..... NA
Certification: Uncertified
Pending – Biology 7-12, Initial Certificate
Rate of Pay:..... 1/200th of Step 1 DTA Salary Schedule - (\$216.74/day) plus other DTA benefits as eligible.

To approve the appointment of Fredricka Johnson to the following position, replacing Ellen Lewandowski:

Appr. Appt.
F. Johnson
PT TA

Name:..... **Fredricka Johnson**
Position:..... Part-Time Teaching Assistant
Tenure Area:..... Teaching Assistant
Type: 10 Month - .50 FTE
Effective Date: 9/1/2020
Probationary Period: NA – Tenured in this area
Certification: Teaching Assistant, Level III – 9/1/2011
Salary: ½ of Step 15 DTA Salary Schedule (\$11,200.00) + Course Credit (\$150.00)

To approve the appointment of Joanne Zilkowski to the following new position created at this BOE meeting.

Appr. Appt.
J. Zilkowski
FT TA - 1 Yr

Name:..... **Joanne Zilkowski**
Position:..... Teaching Assistant - 1 Yr.
Tenure Area:..... Teaching Assistant
Type: 10 Month
Effective Date: 9/1/2020 – 6/30/2021
Probationary Period: NA – Tenured in this area
Certification: Teaching Assistant, Level III – 9/1/09
Salary: Step 20 of DTA Salary Schedule (\$25,200.00) + Course Credit (\$1,200.00)

To approve the appointment of Amanda Broughton to the following position:

Appr. Appt.
A. Broughton
Temp. FT
Tea. Aide

Name:..... **Amanda Broughton**
Position:..... Temporary Full Time Teacher Aide
Type: 10 Month – student specific
Effective Date 9/1/2020
Probationary Period: 6 month
Certification: NA
Salary: \$17,500.00

To approve the appointment adjustment of LT Substitute, Christopher Hanifin:

Appr. Appt.
C. Hanifin
LT Sub.
Teacher

Name:..... **Christopher Hanifin**
Position:..... Long Term Substitute Teacher
Reason:..... Fill extension of leave of F. Engle
Effective Date: 10/1/20 – 11/13/20
Tenure Area:..... NA
Certification: Uncertified
Pending – Social Studies 7-12, Conditional Initial (1 Year)
Rate of Pay:..... 1/200th of Step 1 DTA Salary Schedule - (\$216.74/day) plus other DTA benefits as eligible.

To approve the appointment of Sabrina Edick to the following position:

Appr. Appt.
S. Edick
LT Sub.
Tea. Asst.

Name:..... **Sabrina Edick**
Position:..... Long Term Substitute Teaching Assistant
Reason:..... Fill leave of B. Boyd
Effective Date: 9/1/2020 through date TBD
Tenure Area:..... Teaching Assistant – Tenured
Certification: Teaching Assistant, Level III – 9/1/2010
Rate of Pay:..... LT TA Sub Rate - \$85.00/day

To approve the appointment of the following extraduty appointments (coaches) for 2020-2021:

Mark Lewandowski – Girls Varsity Soccer – Head Coach
Michelle Comstock – Girls JV soccer – Head Coach
Kathryn Bilinski – Unpaid Girls Varsity Soccer Coach
John Huddleston – Cross Country – Co-Head Coach
John Campagna – Cross Country – Co-Head Coach

Extraduty
Appts.
Fall Sports

To approve the appointment of the following extraduty appointments for 2020-2021:

Daniel Zilkowski – Athletic Director
Jody Lamphere – Child Study Team Coordinator PreK-6
Bethany Colenzo – Arts in Education
Michelle Primeau – CDOS Coordinator
Paula Mosher – Census Enumerator
Daniel Guenthner – District Data Coordinator
Jody Lamphere – Mentor Program Coordinator
Jennifer Winkler – Substitute Assignor
Jennifer Winkler – Tax Collector

Extraduty
Appts.

To approve the appointment of the following substitutes for 2020-2021:

Cassandra Brackett – Substitute Teacher/TA
Chelsea Wozniak – Substitute Teacher/TA
Pia Nichols – Substitute Clerical Worker, Substitute Monitor
Sarah Williams-Herringshaw – Substitute Clerical Worker, Substitute Teacher/TA
Christina Vedder – Substitute Teacher/TA, Substitute Nurse
Tyler Smith – Substitute Teacher/TA
Wanda Johnson – Substitute Cafeteria Worker

Appr.
Substitutes

Ayes All – Motion Carried 6:0

ADDITIONAL NON RESIDENT STUDENT REQUESTS FOR 2020-2021

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

Corey Chrisman for child:	Ethan Chrisman	Grade 12	Little Falls
Tiffany Terzi for child:	Franchesca Terzi	Grade 11	OESJ
Tiffany Terzi for child:	Sarah Terzi	Grade 8	OESJ
Samantha Jaikin for child:	Chloe-Marie Terzi	Grade 11	OESJ

Additional
Non
Resident
Students
2020-2021

Ayes All – Motion Carried 6:0

FUTURE MEETINGS

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
Regular Meeting – Tuesday, December 15, 2020

Future
Meetings

ADJOURNMENT

Motion by Mr. Schmid, second by Mr. Spofford, to adjourn at 8:34 p.m.

Adjournment

Ayes All – Motion Carried 6:0

Sandra L. Allen
District Clerk