

DOLGEVILLE CENTRAL SCHOOL
Dolgeville, NY 13329

Approved 2-13-2024

January 16, 2024

Regular Meeting

James A. Green School

PRESENT:

J. Williams, VP
J. Schmid
C. Williams
T. Rutkowski (left 7:45 pm/returned 7:47 pm)
J. Fredericks

ABSENT:

S. Hongo
J. Izzo

OTHERS PRESENT:

J. Gilfus
C. Chrisman
M. Primeau
B. Manley
J. Radley
Alexandra Halverson, Student BOE Member

PRESIDING OFFICER:

J. Williams, VP

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

Call to Order

Vice President, Jennifer Williams, asked everyone to rise and recite the Pledge of Allegiance.

Pledge to
the Flag

MINUTES

Motion by Ms. C. Williams, second by Mr. Schmid, to approve the minutes of December 19, 2023 (special meeting) as presented and to approve the minutes of December 19, 2023 (regular meeting) as presented.

Approve
Minutes
12/19/2023
Special Mtg.
Regular Mtg.

Ayes All – Motion Carried 5:0

CORRESPONDENCE – None

Correspond.

FINANCIAL

Approve
Financials

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

That General Fund Schedule #A-35 in the sum of \$408,038.97; General Fund Schedule #A-36 in the sum of \$337,778.03; General Fund Schedule #A-38 in the sum of \$380,649.02; General Fund Schedule #A-39 in the sum of \$28,326.78; General Fund Schedule #A-41 in the sum of \$371,169.22; School Lunch Fund Schedule #C-12 in the sum of \$10,142.17; School Lunch Fund Schedule #C-13 in the sum of \$19,717.60; Capital Fund Schedule #HB-12 in the sum of \$229,295.63 and Capital Fund Schedule #HB-13 in the sum of \$65,145.72 be approved and ordered paid pursuant to review of claims auditor, Jacqueline Hill.

Approve
Payment
of Warrants

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

Accept
Treas. Rept.
12/2023

Ayes All – Motion Carried 5:0

CURRICULUM PRESENTATION – Dolgeville Connected Community Schools

Presentation

Mrs. Sarah Williams-Herringshaw, Project Manager, and Mrs. Katie Rockwell, Divisional Director, discussed the four main components to Connected Community Schools – Link, Connected HUBs, Classroom Programming and Family Engagement Activities as more fully described in the attached power point presentation. Being a Connected School is an excellent resource for our students, staff and families.

Connected
Community
Schools

REPORTS

Reports

Elementary School Report – Mrs. Chrisman – Attached

Elem. Rept.

Mrs. Chrisman thanked Mrs. Rutkowski for visiting elementary classrooms to see the CKLA program at work.

High School Report – Mrs. Primeau – Attached

HS Rept.

Regarding changes to the graduation requirements, Mrs. Primeau stated that there are now many pathways to getting a diploma as outlined on the NYS Department of Education website. It may become a single diploma type with the addition of seals to that diploma recognizing individual student achievements.

Mrs. Primeau congratulated Arianna Marucci on having one of her lesson plans published by the National Women’s History Museum – “Women’s Rights LAB: Black Women’s Clubs.” Mrs. Primeau also announced that the National Honor Society will be holding a “Free Garage Sale” on the 26th and 27th of January.

Director of Pupil Personnel Services Report – Mrs. Manley – AttachedDir. Of
Pupil
ServicesDean of Students/Athletic Director Report – Mr. Zilkowski – Attached

Dean/AD

Superintendent’s Report – Mr. Gilfus

Supt. Rept.

Mr. Gilfus reported that the Herkimer County System of Care in collaboration with the Herkimer County Youth Bureau will be conducting an anonymous Youth Risk Behavior Survey for Grades 9-12 with area school districts. We will be encouraging our students take the survey seriously and to answer questions honestly in order to collect accurate information to better address the needs of our students, families, and community.

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

The idea of centralized printing was discussed.

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

Rev/Expend.

Motion by Ms. C. Williams, second by Mr. Schmid, to accept the above building reports as presented.

Acpt. Bldg.
Reports

Ayes All – Motion Carried 5:0

PRIVILEGE OF THE FLOOR

Government students in attendance offered the following comments:

Jasmine Barnes – There is a lot that goes on “behind the scenes.”

Nicole Howard – Very interested in the Connected Hub.

Privilege of
Floor**OLD BUSINESS**

Old Business

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

- Not a lot to report on tonight above and beyond my weekly report.
- The bus garage renovation continues and the temporary office has been working out well.
- Internal work in the hallways continues with the HVAC, lights and ceiling tiles.

Capital
Project
Updateb. Adopt BOE Policies

Motion by Mr. Schmid, second by Ms. C. Williams, to adopt Policy No. 5010 Workplace Violence Work Place Prevention Policy.

Adopt
Policies
Work Place
Violence
Prevention

Ayes All – Motion Carried 5:0

Motion by Mrs. J. Williams, second by Mrs. Rutkowski, to adopt Policy No. 6404 Rights of Nursing Employees to Express Breast Milk.

Rights
Express
Breast Milk

Ayes All – Motion Carried 5:0

Motion by Ms. Schmid, second by Ms. C. Williams, to adopt Policy No. 7068 Limitations on the Use of Timeout and physical Restraints.

Limitations
Timeout
Physical
Restraint

Ayes All – Motion Carried 5:0

NEW BUSINESS

New Business

a) Amend BOE Meeting Calendar

Motion by Mr. Schmid, second by Ms. C. Williams, to amend the BOE meeting calendar to include a special meeting (BOE workshop) to be held on Wednesday, February 7, 2024 in conjunction with the Audit/Finance Committee Meeting already scheduled. Dr. Rick Timbs will be there to discuss the 5-Year outlook and long-range financial planning.

Amend
BOE Mtg.
Calendar

Ayes All – Motion Carried 5:0

b) Emergency Transportation Contract

Motion by Mr. Schmid, second by Ms. C. Williams, to approve the Emergency Transportation Contract between the Dolgeville Central School District and Brown Transportation/STA dated January 18, 2024 to provide pupil transportation for district for the period January 29, 2024 through February 28, 2024. (Contract attached).

Approve
Emergency
Transport.
Contract w/
Brown
Transport.

Ayes All – Motion Carried 5:0

c) Senior Trip Request

Motion by Mrs. Rutkowski, second by Mr. Schmid, to approve the senior class trip request to visit *The Great Escape*, Lake George, for the evening at the indoor water park, overnight at the *Waterpark Lodge* and the next day at the *Great Escape Amusement Park* on June 5-6, 2024, utilizing school busses for transportation.

Approve
Senior
Trip
Request
6/5-6/24

Ayes All – Motion Carried 5:0

d) Equipment Disposal

Motion by Ms. C. Williams, second by Mrs. Rutkowski, to declare one (1) Flute (Gemeinhardt M2 DCS Serial #009539, Maker serial #264456) as excess/unusable, to be removed from the Music Department inventory and used for parts.

Disposal
Music Dept.
Flute

Ayes All – Motion Carried 5:0

e) Accept Donation – Musical Instrument

Motion by Mr. Schmid, second by Ms. C. Williams, to accept the following musical instrument donation to the DCS music department made by Ron Holly from the Estate of Karen Holly (see attached for further details):

Buescher Aristocrat Tenor Saxophone model: Aristocrat “200” – Serial #770827
with Paladino hard case and mouthpiece with ligature. – Estimated Value: \$250.00

Accept
Donation
Instrument
Estate of
K. Holly

Ayes All – Motion Carried 5:0

f) 2024-2025 District Calendar – Review

Mr. Gilfus reviewed the Herkimer BOCES draft calendar with the board as attached.

2024-2025
Calendar
Review

- | | |
|--|--|
| <p>g) <u>Proposed Interagency Agreement for Special Patrol Officer (SPO) Services</u>
Mr. Gilfus reviewed the proposed Agreement with the Village of Dolgeville for SPO services for 2024-2025, noting the highlighted changes. Mr. Gilfus will be meeting with the Village Mayor to discuss the proposed changes.</p> <p>Mrs. Rutkowski left meeting at 7:45 pm
Mrs. Rutkowski returned to meeting at 7:47 pm</p> | <p>Proposed Agreement
SPO VOD
DCS</p> |
| <p>h) <u>BOE Policies – 1st Reading and Review</u>
The following policy was presented to the board for 1st reading and review:
Policy No. 5005 – Special Patrol Officer (SPO) Firearm Storage Locker</p> | <p>BOE Policy
1st Reading
SPO Firearm Storage Lock</p> |
| <p>i) <u>Notice to Bidders for Transportation Contract</u>
Motion by Mr. Schmid, second by Ms. C. Williams, to approve the Notice to Bidders as attached for publication to secure bids for Pupil Transportation for the period beginning February 29, 2024 for the remainder of the 2023-2024 school year.</p> | <p>Approve Notice to Bidders Transport.</p> |
| <p>j) <u>Abolish Position – Bus Monitor</u>
Motion by Mrs. Rutkowski, second by Ms. C. Williams, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve to abolish one (1) Bus Monitor position, effective January 26, 2024.</p> | <p>Abolish Bus Monitor Position</p> |

Ayes All – Motion Carried 5:0

INFORMATION ONLY

Information Only

- a. The 2024 BOCES Budget Presentation is scheduled for the February 13th BOE meeting
- b. Chem-Aqua Agreement
- c. Building Use Requests by outside groups approved by Superintendent
 - 1) Kathy Winkler (Dolgeville Girl Scouts) – Use HS Kitchen Classroom – Christmas Party – 12/18/23
 - 2) Pia Nichols (Dolgeville Girl Scouts) – Use HS Cafeteria – Girl Scout Event – 2/17/2024
 - 3) Cyrece Mahardy (Youth Basketball) – Use Gym 1, Gym 2 and Concession Booth – Youth Basketball Contests – 1/20/24, 2/10/24, 2/17/24 and 2/24/24

BOARD FORUM

Board Forum

The board members offered the following comments during Board Forum:

- Thank you to Coach Jennifer Morse for facilitating the basketball skills clinic for our elementary students, with the JV and Varsity players mentoring! Wonderful program!
- Thank you to Ms. Gracey for the invitation to speak to her class on finances.
- It was great to observe elementary classrooms and see the CKLA program in action.
- Thank you to Connected Community Schools for the presentation and for the wonderful work the program does for our students and the community.
- Thank you to the administrators, faculty and staff for all that they do.
- Congratulations to Ms. Marucci on her publication with the National Women’s History Museum.
- Thank you to the Connected Community Schools Hub as this provides a place in our building where students can go for various needs and assistance, making us a safer school.
- The band concert was amazing and it is great to see the progress that is being made at all levels.
- Thank you to our Athletic Director for holding our athletes and spectators to a high standard of acceptable behavior while participating in and attending athletic events.

EXECUTIVE SESSION

Motion by Mr. Schmid, second by Ms. C. Williams, to enter executive session at 8:03 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 student issues, litigations and student safety.

Enter
Executive
Session

Ayes All – Motion Carried 5:0

Motion by Mr. Schmid, second by Ms. C. Williams, to return to regular session at 9:46 p.m.

Return to
Regular
Session

Ayes All - Motion Carried 5:0

CSE/CPSE MINUTES AND RECOMMENDATIONS

Motion by Ms. C. Williams, second by Mr. Schmid, to approve the CSE/CPSE Minutes and Recommendations covering the period 12/13/2023 through 1/9/2024 as attached.

CSE/CPSE
Min. & Rec.
12/13/2023-
1/9/2024

Ayes All – Motion Carried 5:0

PERSONNEL

Motion by Ms. C. Williams, second by Mrs. Rutkowski, upon the recommendation of the Superintendent of Schools, to accept and approve the following personnel actions:

Personnel
Actions

To grant to **Marcia Lyon**, Bus Monitor, five (5) days of unpaid leave on Monday 2/5/2024, Tuesday 2/6/2024, Wednesday 2/7/2024, Thursday 2/8/2024 and Friday 2/9/2024.

Unpd. Leave
M. Lyon

To approve the termination of employment of **Chante Willis** as Bus Monitor effective January 26, 2024.

Term. Appt.
C. Willis

To approve the appointment of **Jody Lamphere** as Teacher Mentor for Olivia VanOlst for the period 1/1/2024-6/30/2024 at the rate of \$50.00 per month, replacing Thomas Seery. Mr. Seery served as Teacher Mentor for Mrs. VanOlst for the period 9/1/2023 – 12/30/2023 at the rate of \$50.00 per month.

Appr. Appt.
J. Lamphere
Tea. Mentor

To approve the appointment of **Jennifer Countryman** as long term substitute teacher for a secondary special education vacancy (replacing T. Gilfus) effective January 8, 2024 through June 26, 2024, at the daily rate of \$120.00 for the first ten (10) days and then at 1/200th of Step 1 of the DTA Salary Scheduling beginning on the eleventh (11th) day of employment, for days worked.

Appr. Appt.
J. Countryman
LT Sub Tea.

Ayes All – Motion Carried 5:0

ADDITIONAL NON RESIDENT STUDENT REQUESTS FOR 2023-2024

Motion by Mr. Schmid, second by Ms. C. Williams, to approve the following non resident student request for the remainder of the 2023-2024 school year.

Additional
NonResident

Mark Rauch for child, Molly Rauch – Grade 10 – Home District – Herkimer

Ayes All – Motion Carried 5:0

FUTURE MEETINGS

- a. February 7, 2024 – Special BOE Meeting/Audit/Finance Committee Meeting – 6:00 p.m. in HS Library
- b. February 13, 2024 – Facilities/Building Project Committee Meeting – 5:00 p.m. in Supt. Conf. Room
- c. February 13, 2024 – Regular Meeting – 6:00 p.m. in Cafeteria – Budget Presentation

Future
Meetings

- d. March 19, 2024 – District Code of Conduct/Athletic Code of Conduct Committee Meeting 5:00 pm
Policy Manual Meeting
- e. March 19, 2024 – Regular Meeting – 6:00 p.m. in Cafeteria
- f. April 10, 2024 – Audit/Finance Committee Meeting – 6:00 p.m. in HS Library
- g. April 16, 2024 – Food Service Committee Meeting – 5:00 p.m. in Supt. Conf. Room
- h. April 16, 2024 – Regular Meeting – 6:00 p.m. in Cafeteria – Tenure Recognition
- i. April 17, 2024 – Special Meeting – BOCES Budget Vote & Top Senior Recognition
- j. May 14, 2024 – Special Meeting – Auditorium – Budget Hearing – 6:00 p.m.
- k. May 21, 2024 – Special Meeting – HS Cafeteria – Budget Vote/Board Election – 2:00-8:00 p.m.
- l. May 22, 2024 – Regular Meeting – 6:00 p.m. in Cafeteria

ADJOURNMENT

Adjournment

Motion by Mr. Schmid, second by Ms. C. Williams, to adjourn at 9:48 p.m.

Ayes All – Motion Carried 5:0

Sandra L. Allen

District Clerk