

DOLGEVILLE CENTRAL SCHOOL
Dolgeville, NY 13329

Approved 8-15-2023

Tuesday, July 18, 2023

Regular Meeting

James A. Green School

PRESENT:

S. Hongo, President
J. Williams, V.Pres.
J. Schmid
C. Williams
J. Izzo - Arr. @ 6:48 pm
T. Rutkowski - Left @ 7:11 pm/Returned @ 7:14 pm
J. Fredericks

ABSENT:

None

OTHERS PRESENT:

J. Gilfus
C. Chrisman
M. Primeau
B. Manley
J. Radley

PRESIDING OFFICER:

Scott Hongo, President

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

Call to Order

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

Pledge to Flag

MINUTES

Motion by Ms. C. Williams, second by Mrs. J. Williams, to approve the minutes of July 12, 2023 (reorganization meeting), as presented.

Approve
Minutes
7/12/2023

Ayes All – Motion Carried 6:0

CORRESPONDENCE

- a. School Board Institute – The following certificates were presented:
 - Jonathan Fredericks – New School Board Training I & II
 - Jonathan Fredericks – Fiscal Oversight Training I & II
- b. Thank you note from the Girl Scouts for bus transportation from their trip to Cooperstown.
- c. Notice of Project Inducement from Herkimer County Industrial Development Agency dated 6/2/23

Correspond.

FINANCIAL

Motion by Mr. Schmid, second by Mrs. Rutkowski, to approve the following financial items:

Approve
Financials

That General Fund Schedule #A-80 in the sum of \$165,768.83; General Fund Schedule #A-82 in the sum of \$1,359,677.15; School Lunch Fund Schedule #C-14 in the sum of \$6,796.43 and Special Aid Fund Schedule #F-11 in the sum of \$1,200.00 be approved and ordered paid pursuant to review of claims auditor, Jacqueline Hill (June 30, 2023).

Approve
Payment of
Warrants
6/30/2023

That General Fund Schedule #A-2 in the sum of \$97,797.71; General Fund Schedule #A-3 in the sum of \$100,586.58; School Lunch Fund Schedule #C-1 in the sum of \$3,078.22; and Capital Fund Schedule #HB-1 in the sum of \$39,605.00 be approved and ordered paid pursuant to review of claims auditor, Jacqueline Hill.

Approve
Payment of
Warrants

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

Treas. Rept.
6/2023

To accept the 4th Quarter Extraclassroom Report for school year 2022-2023 as presented and to accept the Year End Extraclassroom Report for school year 2022-2023 as presented

Acpt. 4th Q.
& Year End
Extraclass.
Reports

To approve the School Lunch Budget for school year 2023-2024 as attached.

Apr. School
LunchBudget

Ayes All – Motion Carried 6:0

REPORTS

	Reports
<u>Elementary School Report</u> – Mrs. Chrisman – Attached	Elem. Rept.
<u>High School Report</u> – Mrs. Primeau – Attached	HS Rept.
<u>Director of Pupil Personnel Services Report</u> – Mrs. Manley – Attached	Dir. Of Pupil Serv.
<u>Dean of Students/Athletic Director Report</u> – Mr. Zilkowski – Attached	Dean/AD
<u>Superintendent’s Report</u> – Mr. Gilfus	Supt. Rept.
Mr. Gilfus made the following comments:	
<ul style="list-style-type: none"> ▪ We are working diligently on recruiting new staff and are making good progress. ▪ The DEI Team has been working again with Dr. Eva Jones and they have developed some monthly themes for students/staff for the new school year. The DEI Team is also working on rebranding the group name. 	
<u>Buildings & Grounds Report</u> – Mrs. Radley - Attached	Build/Grounds
<u>Fire Inspection</u> – Mr. Gilfus	Fire Inspection
The district’s annual fire inspection conducted on June 29, 2023 went very well. No violations were found.	
<u>Transportation Report</u> – Mr. Stack – Attached	Transport.
<u>Food Service Report</u> – Mr. Dupuis – Attached	Food Serv.
Ms. Izzo entered the meeting at 6:48 p.m.	
Mrs. J. Williams left the meeting at 6:55 p.m.	
Mrs. J. Williams returned to the meeting at 6:58 p.m.	
<u>Technology Report</u> – Mr. Dy, Mr. Randall – Attached	Technology
<u>Revenue Analysis/Expenditure Analysis Reports for June, 2023</u> – Mrs. Radley – Attached	Rev/Expend.
Motion by Mr. Schmid, second by Ms. C. Williams, to accept the above building reports as presented.	Acapt Bldg. Reports
Ayes All – Motion Carried 7:0	
PRIVILEGE OF THE FLOOR	Privilege of Floor
No public comments were heard.	
OLD BUSINESS	Old Business
a. <u>Capital Project Update</u> – Mrs. Radley/Mr. Gilfus	Capital Project Update
<ul style="list-style-type: none"> ▪ The Basin work is currently on hold as underground springs have been discovered. There will be a meeting tomorrow to discuss the situation. ▪ Work on the Roof is scheduled to begin this week. ▪ The walk-through for contractors is scheduled for July 21st with an August 8th bid opening. 	
b. <u>District Code of Conduct – 2nd Reading and Adoption</u>	Adopt District Code of Conduct
Motion by Ms. C. Williams, second by Ms. Izzo, to adopt the 2023-2024 District Code of Conduct as presented.	
Ayes All – Motion Carried 7:0	

Mrs. Rutkowski left the meeting at 7:11 p.m.

- c. Athletic Code of Conduct – 2nd Reading and Adoption
Motion by Mrs. J. Williams, second by Ms. Izzo, to adopt the 2023-2024 Athletic Code of Conduct as presented. Adopt
Athletic
Code of
Conduct
- Ayes All – Motion Carried 6:0
- d. Revised 2023-2024 Board Meeting Calendar
Motion by Ms. C. Williams, second by Ms. Izzo, to adopt the revised 2023-2024 Board Meeting calendar as attached. Revised
2023-2024
BOE Mtg.
Calendar
- Ayes All – Motion Carried 6:0
- e. Equipment Disposal – Ping Pong Table
Motion by Mr. Schmid, second by Mrs. J. Williams, to declare one (1) Freizeit Marke Kettler Ping Pong Table as excess/unusable, to be removed from the Physical Education Department inventory and to be disposed of by the district. Equipment
Disposal
P.E. Dept.
Ping Pong
Table
- Ayes All – Motion Carried 6:0
- f. Equipment Disposal – Peavy Amp/Mixer Amp
Motion by Ms. C. Williams, second by Mrs. J. Williams, to declare one (1) Peavy Amp/Mixer Amp as excess/unusable, to be removed from the Music Department inventory and to be disposed of by the district. Equipment
Disposal
Music Dept.
Peavy Amp
Mixer Amp
- Ayes All – Motion Carried 6:0
- g. Accept Donation – Musical Instruments
Motion by Ms. Izzo, 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): Donations
Instruments
Estate of
J. Malin
L. Helterline
- King Trumpet – Estimated value: \$200.00
Giannini 12 string Guitar – Estimated value: \$500.00
Benge Piccolo Trumpet – Estimated value: \$1,200.00
- Ayes All – Motion Carried 6:0

NEW BUSINESS

- a. Approve Agreement – Catholic Charities
Motion by Ms. Izzo, second by Mrs. J. Williams, to approve the Agreement between the Herkimer County Prevention Council at Catholic Charities of Herkimer County and the Dolgeville Central School District as attached for a full time Prevention Services Coordinator for the 2023-2024 school year. New
Business

Catholic
Charities
& DCSD
- Ayes All – Motion Carried 6:0

Mrs. Rutkowski returned to the meeting at 7:14 p.m.

- b. Memorandum of Understanding – Perch Place, LLC
Motion by Mrs. J. Williams, second by Ms. Izzo, to approve the Memorandum of Understanding between Perch Place, LLC and the Dolgeville Central School District for the Ready For Kindergarten (R4K) Program as attached covering the period July 1, 2023 through June 30, 2024. Perch Place,
LLC &
DCSD
- Ayes All – Motion Carried 7:0

- c. Financial Advisor Services Agreement – R.G. Timbs, Inc.
Motion by Ms. Izzo, second by Mrs. J. Williams, to approve the Financial Advisor Services Agreement between the Dolgeville Central School District and R.G. Timbs, Inc. as attached for the 2023-2024 school year.
- R.G. Timbs,
Inc. &
DCSD
- Ayes All – Motion Carried 7:0
- d. Contract for Rental of Facilities with Herkimer BOCES for PreK Classroom
Motion by Ms. Izzo, second by Ms. C. Williams, to approve the Contract for Rental of Facilities between the Herkimer BOCES and the Dolgeville Central School District for BOCES PreK Classroom for 2023-2024 as attached.
- Contract
for Rental
BOCES
PreK
- Ayes All – Motion Carried 7:0
- e. Agreement – Dr. Katelyn S. Warner
Motion by Ms. C. Williams, second by Mrs. J. Williams, to approve the Agreement between Dr. Katelyn S. Warner, PT, DPT and the Dolgeville Central School District for Injury Assessment Services for the 2023-2024 school year attached.
- Appr. Agree.
Dr. Katelyn
S. Warner
PT Services
- Ayes All – Motion Carried 7:0
- f. Memorandum of Understanding with MOVAC
Motion by Ms. Izzo, second by Ms. C. Williams, to approve the Memorandum of Understanding between the Mohawk Valley Ambulance Corps (MOVAC) and the Dolgeville Central School District for Emergency Medical Services (EMS) coverage for football games for 2023-2024 as attached.
- Approve
MOU
MOVAC
- Ayes All – Motion Carried 7:0
- g. Memorandum of Agreement – District Newsletter/District Calendar and Guide
Motion by Ms. Izzo, 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 June 27, 2023, regarding the reinstating of the Dolgeville Newsletter/District Calendar and Guide position and establishing compensation for same as attached. This memorandum of Agreement will expire on June 30, 2025.
- Approve
MOA
DCSD and
DTA
Newsletter/
Calendar &
Guide
- Ayes All – Motion Carried 7:0
- h. District-Wide School Safety Plan for 2023-2024
This plan was presented for review and 1st Reading. The Plan will be posted to the website for a 30-day public comment period and a public hearing will be held at the August 15, 2023 meeting.
- District
Wide
School
Safety Plan
2023-2024
- i. BOE Committees for 2023-2024
After discussion, the board outlined a tentative list of committees and committee members for review and approval at the August BOE meeting.
- BOE
Committees
- j. Create 12:1:1 Special Education Positions
Motion by Ms. Izzo, second by Ms. C. Williams, upon the recommendation of the Superintendent, the Board of Education does hereby approve the creation of the following positions – 12:1:1 Special Education Teacher position, 12:1:1 Teaching Assistant position, and 12:1:1 Teacher Aide position beginning school year 2023-2024, as per attached memorandum of Superintendent dated July 18, 2023.
- Create
12:1:1
Special
Education
Positions

Ayes All – Motion Carried 7:0

INFORMATION ONLYInformation
Only

- a. BOE Directory for 2023-2024
- b. Building Use Requests by outside groups approved by Superintendent
 - 1) Kathy Winkler/Pia Nichols – Use HS Kitchen Classroom – Girl Scout Meetings 11/2023 – 5/2024
 - 2) Barb Allen – Use Gym 2 and Shop Area – Exceptional Senior Volleyball Tournament
 - 3) Barb Allen - Use Gym 1 – Lil Acers Program – 2/2024 – 3/2024
 - 4) Theresa Prestigiacommo (Dolgeville-Manheim Library) – Use Auditorium – Summer 2023 Reading Program
 - 5) Gregory Gonyea, Jr. – Use Gym 1 – Grade 6 boys youth basketball 6/2023-7/2023

BOARD FORUM

Board Forum

The board members offered the following comments during Board Forum:

- The board is looking forward to the new school year
- Congratulations to all of the departments on their regents scores this year
- Welcome to Mr. Fredericks to the Board of Education
- Thank you for all of the building reports/pictures
- The guest speaker at graduation was great
- Thank you to the administration and teachers for all that they do to prepare our students
- Kudos to the students and staff working on DEI
- Thank you to the custodial staff on keeping our building/grounds looking great

EXECUTIVE SESSIONEnter
Executive
Session

Motion by Ms. C. Williams, second by Mrs. J. Williams, to enter executive session at 7:38 p.m. to Session 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 ongoing litigations.

Ayes All – Motion Carried 7:0

Ms. Izzo left the meeting at 8:27 p.m.

Motion by Ms. C. Williams, second by Mrs. J. Williams, to return to regular session at 8:29 p.m.

Return to
Regular
Session

Ayes All - Motion Carried 6:0

Ms. Izzo returned to the meeting at 8:30 p.m.**CSE/CPSE MINUTES AND RECOMMENDATIONS**CSE/CPSE
Min. & Rec.
6/15/23 -
7/11/23

Motion by Mrs. J. Williams, second by Mr. Schmid, to approve the CSE/CPSE Minutes and Recommendations covering the period 6/16/2022 through 7/13/2022 as attached.

Ayes All – Motion Carried 7:0

PERSONNELPersonnel
Actions

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

To approve the non-contractual appointments/assignments/stipends for 2023-2024 as attached.

Non Contract
Assign/Stipends

To accept the resignation of Edward Campbell as English Teacher, effective June 30, 2023.	Acptt.Resign E.Campbell English Tea.
To approve the request of Michele Leslie to rescind her announcement of retirement as bus driver effective July 12, 2023 and to continue her employment with the district, with an amended retirement date to now be effective September 30, 2024. (<i>The BOE had accepted her retirement effective September 16, 2023 at the April 18, 2023 BOE meeting</i>).	Rescind Retirement Amend Date M. Leslie
To approve the request of Lauren Vedete to withdraw her name from the extraduty appointment as Girls 7-12 Soccer Unpaid Coach for 2023-2024.	Withdraw L.Vedete Unpd.Soccer
To accept the resignation of Yolanda Nichols as Teacher Aide effective July 18, 2023 to accept a position as Teaching Assistant.	Acptt.Resign Y. Nichols TeacherAide
To approve the probationary appointment of Meghan Zaklukiewicz to the following position, replacing C. Lee:	Appr.Appt. M.Zaklukiewicz Math Tea.
Name:..... Meghan Zaklukiewicz Position:.....Secondary Mathematics Teacher Tenure Area:.....Mathematics 7-12 Type:10 Month Effective Date:.....9/5/2023 Probationary Period:4 Year ending 9/1/2027 Certification:.....Emergency COVID 19 Certificate – Mathematics 7-12 – 1/22/2022 – 1/31/2024 Salary for 2023-2024:Step 5 DTA Salary Schedule - \$48,981.00	
To approve the probationary appointment of Nicholas Roby to the following position, replacing E. Campbell:	Appr.Appt. N. Roby English Tea.
Name:..... Nicholas Roby Position:.....Secondary English Teacher Tenure Area:.....English Type:10 Month Effective Date:.....9/5/2023 Probationary Period:4 Year ending 9/1/2027 Certification:.....Initial Reissuance Certificate – English Language Arts 7-12 – 7/7/23 – 8/31/2028 Initial Reissuance Certificate – Students with Disabilities – Grades 7-12 – English 7/7/23 – 8/31/2028 Salary for 2023-2024:Step 7 DTA Salary Schedule - \$51,542.00	
To approve the appointment of Yolanda Nichols to the following position, replacing J. Zilkowski:	Appr.Appt. Y. Nichols Teaching Assistant
Name:..... Yolanda Nichols Position:.....Teaching Assistant Tenure Area:.....Teaching Assistant Type:10 Month Effective Date:.....9/5/2023 Probationary Period:NA – Tenured Certification:.....Teaching Assistant, Level II – 2/9/2023 – 8/31/2026 Salary for 2023-2024:Step 12 DTA Teaching Assistant Salary Schedule - \$23,674.00	

To approve the appointment of **Chelsea Jones** to the following new position (*created at this meeting*) and to adopt the following Resolution:

Appr.Appt.
C. Jones
LT Sub

Be It Resolved that the Board of Education of the Dolgeville Central School District hereby appoints Chelsea Jones as a long-term substitute to fill the position of 12:1:1 Special Education Teacher, effective September 5, 2023 and, provided she renders satisfactory service, is intended to continue for the 2023-2024 school year, no later than June 30, 2024. Chelsea Jones shall be paid at a daily rate of \$116.25 for the first ten (10) days and then at 1/200 of Step 1 of the DTA Salary Schedule beginning the eleventh (11th) day of employment and shall be eligible for both individual and family health benefits in the Teachers' collective bargaining agreement. This resolution shall supersede any prior resolutions of the Board with respect to Chelsea Jones' appointment. No term of employment is conferred by this resolution of appointment and Chelsea Jones' appointment may be terminated at any time.

To approve the probationary appointment of Melissa Congdon to the following new position (*created at this meeting*):

Appr.Appt.
M. Congdon
Tea. Aide

Name:.....**Melissa Congdon**
Position:.....12:1:1 Teacher Aide
Type:10 Month
Effective Date9/5/2023
Probationary Period:6 month ending 3/5/2024
Certification:NA
Salary:.....\$21,525.00 per CSEA Contract

To approve the following appointment adjustments to the probationary appointment of Taylor Brandow as Bus Driver (800 Hr.) (*which occurred at the 6/20/2023 BOE meeting*):

Appr.Appt.
Adjustment
T. Brandow
Bus Driver

Taylor Brandow will be replacing F. Danielski and not M. Leslie
Effective date will be 9/1/2023 and not 7/1/2023
Probationary Period will be 6 months ending on 3/1/2024 and not 1/1/2024

To approve the appointment of Carla Lyon as substitute clerical worker effective 7/1/2023.

Appr.Appt.
C. Lyon
Sub.Clerical

To approve the appointment of Brian Wilcox as District Newsletter/District Calendar and Guide Advisor for school year 2023-2024 at Step 5 @ .05 of the DTA Salary Schedule as further outlined in the attached Memorandum of Agreement between the DCSD and DTA dated June 27, 2023.

Appr.Appt.
B. Wilcox
Newsletter
Calendar

To approve the appointment of Erika Seery as summer school teacher for summer 2023.

Appr.Appt.
E. Seery
Summer Sch.

To approve the appointment of additional Extraduty Coaching positions for 2023-2024 as attached.

Appr.Appt.
Additional
Extraduty
Coaching

To approve the appointment of additional Extraduty Non Coaching positions for 2023-2024 as attached.

Appr.Appt.
Additional
Extraduty
Non Coach

To approve the probationary appointment of Dianna Urbanski to the following position, replacing K. Campbell:

Name:.....**Dianna Urbanski**
Position:.....Library Media Specialist
Tenure Area:.....Library Media Specialist
Type:10 Month
Effective Date:9/5/2023
Probationary Period:4 Year ending 9/1/2027
Certification:Initial Certificate, Library Media Specialist – 6/1/2022-8/31/2027
Salary for 2023-2024:Step 8 DTA Salary Schedule - \$53,301.00

Appr.Appt.
D.Urbanski
Library
Media
Specialist

To adopt the following resolution as an addendum to the appointment of **Jolene Stallman** as Long Term Substitute approved at the 6/20/2023 BOE Meeting:

Approve
Addendum
J. Stallman
LT Sub
Teacher

Be It Resolved that the Board of Education of the Dolgeville Central School District hereby appoints Jolene Stallman as a long-term substitute to fill the position of Kindergarten Teacher, effective September 5, 2023 and, provided she renders satisfactory service, is intended to continue for the 2023-2024 school year, no later than June 30, 2024. Jolene Stallman shall be paid at a daily rate of \$116.25 for the first ten (10) days and then at 1/200 of Step 1 of the DTA Salary Schedule beginning the eleventh (11th) day of employment and shall be eligible for both individual and family health benefits in the Teachers’ collective bargaining agreement. This resolution shall supersede any prior resolutions of the Board with respect to Jolene Stallman’s appointment. No term of employment is conferred by this resolution of appointment and Jolene Stallman’s appointment may be terminated at any time.

Ayes All – Motion Carried 7:0

FUTURE MEETINGS

Future
Meetings

Board Meetings

Presentation

Committee Meetings

Regular Meeting – August 15, 2023

Regular Meeting – September 16, 2023

West & Co.

9/16/23 – Audit/Finance – 5:00 pm – HS Library

10/11/23 – Audit/Finance – 6:00 pm – HS Library

Regular Meeting – October 17, 2023

New Staff Reception
5:00-6:00 pm

Regular Meeting – November 21, 2023

Connected
Community
Schools

11/21/23 – Instructional Technology – 5:00 pm –
Rm 173

ADJOURNMENT

Adjournment

Motion by Ms. C. Williams, second by Ms. Izzo, to adjourn at 8:32 p.m.

Ayes All – Motion Carried 7:0

Sandra L. Allen

District Clerk