

**APPROVED MINUTES  
HOLLAND PATENT CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
WEDNESDAY, DECEMBER 5, 2012  
MIDDLE SCHOOL AUDITORIUM – 7:00 P.M.**

A regular meeting of the Board of Education of the Holland Patent Central School District was held in the middle school auditorium, located in the village of Holland Patent, New York on Wednesday, December 5, 2012. Board President Mrs. McGahey called the meeting to order at 7:00 p.m.

**MEMBERS PRESENT**

Anne McGahey, President  
Karen Evans, Vice President  
Richard Allen  
Everett Stalker  
Traci Boris  
Michaleigh Moylan  
Kathleen M. Davis, Superintendent of Schools  
Louis D'Ambro, Assistant Superintendent  
Marie Perry, District Clerk

**ALSO PRESENT**

Dennis Geer  
Nancy Nowicki  
Cheryl Venettozzi  
Russell Stevener  
Kristin Casab  
James DeAngelo  
Christopher Roberts

**VISITORS**

Approximately 75 visitors

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

12-132      **APPROVAL OF MINUTES**

Karen Evans made the motion, seconded by Richard Allen to approve the minutes of the Board of Education regular meeting on November 27, 2012.

Yes – 5  
No - 0 Motion Carried

12-133      **DISTRICT UPDATE** - Summer Reading Club Awards

Mrs. Davis welcomed parents, guardians and children to the meeting. She thanked parents and guardians for their support and for making a difference in their lives through reading.

Mrs. McGahey, Board President, addressed the audience. On behalf of the Board, she extended a thank you to everyone for their dedication in support of reading. She complimented students for giving up time during their summer vacation and devoting themselves to reading. They deserve recognition for their efforts. A sincere thank you to all parents and faculty for helping them to complete the program.

Following the address, students received certificates of achievement and t-shirts as a reward for their accomplishments from Mrs. Casab, Gen. Wm. Floyd Elementary Principal; Mr. James DeAngelo, Holland Patent Elementary Principal; and Board

Members. Cookies and punch was served in the cafeteria for students and their families following the awards. Approximately 95 elementary students earned recognition.

12-134 **VISITOR COMMENTS**

There were no other comments from visitors.

12-135 **POSITIVE THOUGHTS**

Mrs. Davis reported that concerts are going well. She also noted that Gen. Wm. Floyd Elementary as qualified for the 21<sup>st</sup> Century Grant through Title 1. Mrs. Casab, staff and BOCES will be working on a grant submission for the funds. This will provide tutoring services to GWF students.

Principal James DeAngelo, Holland Patent Elementary, sent a thank you letter to Mrs. Lynda Bulson for her help with the Thanksgiving assembly on November 20<sup>th</sup>.

Principal James DeAngelo, Holland Patent Elementary, sent a thank you letter to Mrs. Donna Grems for working at the school and helping to transition the office.

Principal James DeAngelo, Holland Patent Elementary, sent thank you letters to Diana Knutti, Joseph Bessmer and Richard Helmer for their hard work and careful attention to detail when preparing the building for events throughout the past several weeks.

Holland Patent Elementary Principal James DeAngelo, sent a thank you letter to Mrs. Krista Koziarz for her hard work and leadership in organizing this year's Family Fun Night.

Holland Patent Elementary Principal James DeAngelo, sent a thank you letter to Ms. Josie Philo at Northland Communications-Oneida County Rural Telephone Co. to thank the staff for welcoming HPE's kindergarten-second grade students to the telephone company on Halloween.

Principal James DeAngelo, Holland Patent Elementary, sent a thank you letter to Ms. Toni Mooney for helping to organize this year's HPE Art Show, *Reflections*.

Principal James DeAngelo, Holland Patent Elementary, sent a thank you letter to Mr. Marc Verri for his help in developing the theme and organizing this year's HPE Art Show, *Reflections*. The theme, Magic of a Moment, allowed all of our students to draw on personal experiences, and gave them an opportunity to reflect in writing on its significance, which they beautifully captured in their artwork.

Holland Patent Elementary Principal, James DeAngelo, sent thank you letters to Ms. Jennifer McDonald and Mrs. Karen Deuel-Spine for being on the panel of judges for the HPE Art Show.

Mr. James DeAngelo, Principal, Holland Patent Elementary sent thank you letters to Mrs. Patricia Mahanna and Mrs. Ansley Schmitt for organizing and managing HPE's fall book fair.

Mr. James DeAngelo, Principal, Holland Patent Elementary sent a thank you letter to Mrs. Terri Sherman for organizing and leading this year's pie sale fundraiser.

Mr. Charles Pratt, Principal, Middle School, sent a thank you letter to Mrs. Karen Evans, Vice President, Board of Education for her motivating address at the Junior National Honor Society Induction Ceremony.

12-136

**REVIEW OF UPCOMING DATES**

December 6, 2012	High School Winter Concert 7:00 p.m. – High School Auditorium
December 5 – 7, 2012	Gen. Wm. Floyd Elementary Book Fair
December 10, 2012	Elementary Instrumental/Chorus Concert Grades 5 & 6 6:30 p.m. – High School Auditorium
December 11, 2012	Middle School Concert 7:00 p.m. – High School Auditorium
December 13, 2012	Sports Booster Club Meeting 7:00 p.m. – High School Library
December 13, 2012	Concert Make Up Day
December 14, 2012	15-Week Interim
December 24, 2012 – January 1, 2013	Christmas Holiday Break
January 2, 2013	Kindergarten Registration Middle School Guidance Office  Modified Basketball Begins
January 3, 2013	Kindergarten Registration Middle School Guidance Office
January 9, 2013	Board of Education Meeting 7:00 p.m. – Annex Conference Room  Jr. High All County Auditions At Sauquoit Valley CSD

12-137

**CORRESPONDENCE**

Mrs. Kathleen Davis handed out a response she wrote to Ms. Robin M. Davis, Supervisor, Town of Western. The Supervisor inquired about the 2012-13 tax impact to the town and is looking for answers for their increase. Superintendent Davis' response was intended to point the Town in the right direction, ORPS and the Central Region Office, for assistance with her questions since the district is not responsible for the town equalization rates.

12-138 **BOARD FORUM**

Traci Boris again thanked members of district who took salary freezes. The board recognizes their efforts and hopes it can be made up to them in some way.

12-139 **COMMITTEE REPORTS**

Traci Boris reported that the Audit Committee met earlier to discuss the liquidation of stock certificates held by the district for a number of years. Following the suggestion of the district auditors, the Committee voted to recommend liquidation of the stock to the Board. The stock has an approximate value of \$101,000.

Rick Allen reported that the Policy Committee also met earlier. There are a few policies in discussion and research is required before they are brought to the board for discussion and approval. The graduation ranking policy sub-committee will be meeting again next week to continue their discussions.

12-140 **BUDGET REVIEW**

Mr. Louis D'Ambro, Assistant Superintendent of Business, gave a presentation and the Board of Education reviewed the following budget items:

Board of Education (BOE, Clerk, District Meeting)  
 Central Administration  
 Finance (Bus. Admin., Audit, Treasurer, Collector)  
 Staff (Legal, Public Information)  
 Central Services (O & M)  
 Special Items (Insurance, Tax Refund, BOCES Admin.)  
 Transportation  
 Special Programs  
 Co-Curricular, Sports

12-141 **BILL SCHEDULE**

Karen Evans made the motion, seconded by Richard Allen to accept for payment bill schedule #4 General Fund in the amount of \$74,207.46, for the period ending December 5, 2012, and make it a matter of record.

Yes – 5

No - 0 Motion Carried

12-142 **ART\$START GRANT PAYMENT AUTHORIZATIONS**  
**LEAVE OF ABSENCE**  
**RESIGNATIONS FOR REASON OF RETIREMENT**  
**2012-13 COACHING APPOINTMENT**  
**2012-13 CO-CURRICULAR APPOINTMENT**

Karen Evans made the motion, seconded by Richard Allen to approve/accept/adopt the following by consent:

Approve payments through the Art\$Start Grant Fund for Monk Rowe in the amount of \$1,900 and Christine Morgan in the amount of \$100 pending the completion of services.

Approve the request of Karen Szablewski for a maternity leave of absence without pay for the approximate period of February 11 – May 3, 2013.

Accept the request of Michael Stripp, Science Teacher, to resign for the reason of retirement effective June 30, 2013.

Accept the request of John Skelly, Music Teacher, to resign for the reason of retirement effective July 1, 2013.

Accept the request of Ann Kupiec, Elementary Teacher, to resign for the reason of retirement effective July 1, 2013.

Accept the request of Susan Fitzgerald, Elementary Teacher, to resign for the reason of retirement effective July 1, 2013.

Accept the request of Andrea Kaczor, Elementary Teacher, to resign for the reason of retirement effective August 31, 2013.

Accept the request of Richard Jones, Custodian, to resign for the reason of retirement effective July 30, 2013.

Appoint Ronald German to the position of 7<sup>th</sup> Grade Boys Basketball Coach for the 2012-13 school year at a salary of \$1,238.32 (4%). This appointment is contingent upon satisfactory criminal background clearance from the Division of Criminal Justice Services and the FBI and completion of first aid/CPR requirements.

Appoint Anne Farley to the 2012-13 Co-Curricular position of Elementary Chaperone (dances & other events) at a rate of \$60/event.:

Yes – 5

No - 0 Motion carried

12-143

### **ENCLOSURES**

1. Holland Patent Sports Boosters meeting minutes dated 10/18/12
2. Thank you letter from Mrs. Davis to Dr. Alan D. Pole for his presentation on mergers.
3. Thank you letter from Mrs. Davis to Mr. Howard Mettelman for assisting with the presentation on mergers.
4. *Well Connected!* Newsletter (Volume 4, Issue 2, November 2012) from Margaret McNamara.
5. Copy of the updated Medicaid Billing compliance Program as approved at the 11/27/12 Board Meeting.
6. Copy of updated 2012-13 Instructional Department Staffing Guidelines as approved at the 11/27/12 Board Meeting.
7. News Article, NY Times, “School Districts in 5 States Will Lengthen Their Calendars”.

There were no comments on the enclosures.

12-144

**EXECUTIVE SESSION**

At 8:25 p.m., Karen Evans made the motion, seconded by Richard Allen, to take a short recess and to return in executive session to discuss:

1. Employment History of a Particular Person

Yes – 5

No – 0 Motion Carried

At 9:28 p.m. the Board returned to open session.

**ADJOURNMENT**

Having no further business to discuss at this time, Karen Evans made the motion, seconded by Richard Allen to adjourn the meeting.

Yes – 5

No – 0 Motion Carried

Meeting was adjourned at approximately 9:30 p.m.

*The next regularly scheduled meeting of the Board of Education will be held on Wednesday, January 9, 2013 at 7:00 p.m. in the Annex Conference Room.*

Marie E. Perry  
District Clerk