

**APPROVED MINUTES  
HOLLAND PATENT CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
WEDNESDAY, MARCH 13, 2013  
SUPERINTENDENT'S OFFICE – EXECUTIVE SESSION – 5:15 P.M.  
ANNEX CONFERENCE ROOM – REGULAR MEETING – 7:00 P.M.**

A meeting of the Board of Education of the Holland Patent Central School District was held in the Superintendent's Office, located in the Village of Holland Patent, New York on Wednesday, March 13, 2013. Board President Mrs. McGahey called the meeting to order at 5:20 p.m.

**MEMBERS PRESENT**

Anne McGahey, President  
Karen Evans, Vice President  
Richard Allen  
Everett Stalker  
Traci Boris  
Kathleen M. Davis, Superintendent of Schools

**ROLL CALL**

12-193

**EXECUTIVE SESSION**

At 5:21 p.m., Karen Evans made the motion, seconded by Richard Allen, to move to executive session to discuss the employment history of particular people.

Yes – 5

No – 0 Motion Carried

12-194

**ADJOURNMENT**

Having no further business to discuss at this time, Karen Evans made the motion, seconded by Richard Allen to take a recess for the Audit Committee meeting at return in an open regular meeting.

Yes - 5

No - 0 Motion Carried

The session was adjourned at 6:30 p.m.

The Board reconvened for a regular meeting of the Board of Education of the Holland Patent Central School District was held on March 13, 2013. 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  
Kathleen M. Davis, Superintendent of Schools  
Louis D'Ambro, Assistant Superintendent  
Marie Perry, District Clerk

**ALSO PRESENT**

Dennis Geer  
Charles Pratt  
Nancy Nowicki  
James DeAngelo  
Kristin Casab  
Christopher Roberts  
Russ Stevener  
John Egresits

Michaleigh Moylan arrived at 7:03 p.m.

**VISITORS**

Approximately 20 visitors

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

12-195 **APPROVAL OF MINUTES**

Karen Evans made the motion, seconded by Richard Allen to approve the minutes of the Board of Education regular meeting on February 6, 2013.

Yes – 5

No - 0 Motion Carried

12-196 **DISTRICT UPDATE**

Kathleen Davis, Superintendent of Schools, presented an overview of the process involved in an elementary reconfiguration. The district has previously studied the option, however, was not feasible in the past. Since 2011 we have had a loss of aid, implementation of a tax cap and our enrollment has been declining. At the board's request, we are revisiting the PreK-2; 3-5 study.

Nancy Nowicki, Assistant Superintendent for Curriculum & Instruction explained changes in the high school course selection sheet. The district is offering more courses through MVCC in help meet the goal of students being "College and Career Ready."

12-197

**POSITIVE THOUGHTS**

Mrs. Davis noted that “Rachael’s Challenge” assembly was held. It focused on the new bullying legislation. It was very good and well received. The middle and high school will also be participating.

March 15, 2013 is a half day for Superintendent’s Conference Day. Staff will be attending mandated training aligned with legislation.

A thank you letter received from the Foothills Rural Community in appreciation for the many donations for the Christmas baskets for area needy families.

Gen. Wm. Floyd Elementary Principal, Kristen Casab sent a thank you letter to Sarah Beasley for an outstanding job preparing for the Valentine’s Day Friendship concert. The friendship theme was a wonderful way to inspire our students to care for one another and treat others with respect.

Principal DeAngelo and Principal Casab sent a thank you letter to Hamilton Central School staff for their collaboration regarding the role technology (iPads) can play in improving students’ education.

Gen. Wm. Floyd Elementary Principal, Kristin Casab sent a letter of appreciation to Mrs. Joyce Trievel for her countless hours spent preparing and planning for their PARP Program. Students are more excited than ever to earn a treasure chest filled with treasures.

Gen. Wm. Floyd Elementary Principal, Kristin Casab sent a thank you letter to Mrs. Andrea Kaczor for her time spent writing this year’s Readers Theatre for the annual PARP program. The theatre was a huge success and the students enjoyed watching the faculty performance.

12-198

**VISITORS**

Lori Storms addressed the board with regard to the district’s letter on how decisions are made on snow days. Willard Streiff also spoke regarding his experiences as a bus driver and former transportation director for Holland Patent Schools and his support for the current process.

12-199

**REVIEW OF UPCOMING DATES**

Mrs. Davis noted that the GWF Science Fair and Family Fun Night will be held on March 21, 2013, from 6:30 – 8:00 p.m. The dates for the HPE Science Fair are incorrect. That event was already held.

March 14, 2013

High School Spring Dance  
7:00 p.m.

High School Young People’s Concert  
9:30 a.m. – Gen. Wm. Floyd Ele.

March 15, 2013	Superintendent's Conference Day Half Day (PM) 10:30 a.m. MS/HS dismissal 11:30 a.m. Elementary dismissal
March 15, 16, 2013	Jr. High All County Remsen CSD
March 18, 2013	Modified Spring Sports Begin
March 18-20, 2013	HPE Book Fair
March 21, 2013	HP Sports Booster Club Meeting 7:00 p.m. – HS Library
March 22-23, 2013	High School Cabaret 7:00 p.m.
March 29, 2013	Good Friday – No school
April 1, 2013	Elementary Part Teacher Conferences 11:00 a.m. dismissal for ele. students
April 8-12, 2013	Spring Recess
April 15, 2013	Elementary Part Teacher Conferences 11:00 a.m. dismissal for ele. students
April 15-19, 2013	Grades 3-8 ELA Assessment
April 17, 2013	High School Transition Night
April 18, 2013	“Mr. HP” 7:00 p.m. – High School Auditorium  HP Sports Booster Club Meeting 7:00 p.m. – High School Library
April 19, 2013	30 Week Interim
April 19-20, 2013	Elementary All County Whitesboro CSD
April 22, 2013	Earth Day
April 23, 2013	Board of Education Meeting 7:00 p.m. – Annex Conference Room

12-200

**CORRESPONDENCE**

There was no correspondence.

12-201 **BOARD FORUM**

Karen Evans requested that Item II (15) Appointments, be pulled from consent for discussion. Traci Boris requested that Item II (6) Adoption of Resolution for Sale of Unneeded Bus, be pulled from consent for discussion. Mrs. Davis requested that Item II (9) Approval of Policies, be pulled from consent for discussion.

12-202 **COMMITTEE REPORTS**

Traci Boris reported that the Audit Committee met earlier and reviewed the Medicaid Audit and accepted the Audit and Management Response.

12-203 **POLICY – GRADUATION RANKING**

Richard Allen gave an overview of why the graduation ranking policy has been changed. The new draft reflects changes in the method for graduation ranking in a clearer fashion. The changes will affect the incoming freshman class in 2013-14. Mrs. Davis stated that she will see that a notice goes home to parents this summer highlighting the changes.

12-204 **BILL SCHEDULES**

Karen Evans made the motion, seconded by Richard Allen to accept for payment bill schedule #7 General Fund in the amount of \$157,997.54, for the period ending March 13, 2013, and make it a matter of record.

Yes – 5  
No - 0 Motion Carried

Karen Evans made the motion, seconded by Richard Allen to accept for payment bill schedule #6 School Lunch in the amount of \$27,345.21, for the period ending March 13, 2013, and make it a matter of record.

Yes – 5  
No - 0 Motion Carried

Karen Evans made the motion, seconded by Richard Allen to accept for payment bill schedule #5 Federal Funds in the amount of \$2,210.00, for the period ending March 13, 2013, and make it a matter of record.

Yes – 5  
No - 0 Motion Carried

12-205 **TREASURER'S REPORT**

Karen Evans made the motion, seconded by Richard Allen to accept the Treasurer's Report for the period ending January 31, 2013 and make a matter of record.

Yes – 5  
No - 0 Motion Carried

12-206      **ADOPTION OF 2013-14 BUDGET**

Mr. Allen complemented the board and district for their hard work. This is a difficult process with the uncertainty of state funding. He feels we were reasonable, prudent and the budget protected the taxpayers as well as supporting the students. Mr. Allen thanked administration, principals and staff for their input to help offer the best education possible for students. Mrs. McGahey added her thanks from the top down for good communications and support during the process.

Karen Evans made the motion, seconded by Richard Allen, to adopt the 2013-14 budget in the amount of \$28,513,226.

Yes – 5

No - 0 Motion Carried

12-207      **REMOVE FROM CONSENT**

Karen Evans made the motion, seconded by Richard Allen to remove the following from consent for a vote:

Item II (6)	Adoption of Resolution for Sale of Unneeded Bus
Item II (9)	Approval of Policies
Item II (15)	Appointments to Executive Session

Yes – 5

No - 0 Motion Carried

12-208      **ADOPTION OF RESOLUTION FOR SALE OF UNNEEDED BUS**

Mr. Allen asked if by selling the bus without trading if the new purchase price would increase. The response from Mr. Roberts was no. Mrs. Boris is abstaining from the vote since she is a member of the volunteer fire department, but wanted to comment that selling the bus to the fire department helps the community as well as the district.

Karen Evans made the motion, seconded by Richard Allen to adopt the following resolution for the sale of an unneeded bus (#154) effective July 1, 2013.

**RESOLUTION  
FOR SALE OF UNNEEDED BUS**

**Whereas**, the Transportation Supervisor of the Holland Patent Central School District advises that District Bus #154 is twelve (12) years old, has an odometer reading of 164,000 (one hundred sixty-four thousand) miles, is in fair condition and is no longer needed by the District; and

**Whereas**, the Stittville Volunteer Fire Department has offered to pay the District \$2,000.00 for the purchase of Bus #154; and

**Whereas**, the Transportation Supervisor has researched the value of Bus #154, based upon its age, condition and mileage, and advised that \$2,000.00, is the best price obtainable for the sale of Bus #154; and

**Now therefore be it Resolved**, that District Bus #154 is no longer needed by the District; and it is

**Further resolved**, that the sale of Bus #154 to the Stittville Volunteer Fire Department for the amount of \$2,000.00 is hereby approved for an effective date of July 1, 2013 and the Superintendent of the District or her designee is authorized to sign all documents necessary to accomplish said sale.

Yes – 4  
 Abstain – 1 Traci Boris  
 No - 0 Motion Carried

12-209

#### **APPROVAL OF POLICIES**

Mrs. Davis referred to Policy #7072, Participation by Non-Enrollment District Students in Extracurricular Activities. We have changed the policy to allow home school children participate in non-credit bearing activities as outlined in the policy. Mrs. McGahey clarified that that in accordance with state regulations home school students may not participate in interscholastic sports. Mrs. Boris stated that it is a benefit for home schooled children to become involved with the district. It helps with socialization and may encourage parents to enroll their children in school.

Karen Evans made the motion, seconded by Richard Allen to approve the following policies:

7070	Home Schooled Students
7072	Participation by Non-Enrolled District Students in Extracurricular Activities
7090	Policy for the Development and Adoption of Curriculum
8060	School Volunteers
8061.1	Volunteers at the Holland Patent Central School District
8060.2	Volunteer Confidentiality Statement
8060.3	Committee Membership/Volunteer Experience
8101	Pre-Employment Physical Examinations
8101.1	Physical Examination

Yes – 5  
 No - 0 Motion Carried

12-210 **ACCEPTANCE OF QUESTAR AUDIT & RESPONSE**

Karen Evans made the motion, seconded by Richard Allen to accept the Questar Audit (October 19, 2012) and Management Response (February 11, 2013).

Yes – 5

No - 0 Motion Carried

12-211 **ADOPTION OF 2013-14 SCHOOL CALENDAR**  
**APPROVAL OF 2012-13 CAMRODEN GOLF COURSE CONTRACT**  
**SALARY RECLASSIFICATIONS**  
**NOMINATION OF BOCES BOARD MEMBER**  
**RESIGNATION**  
**2012-13 CO-CURRICULAR APPOINTMENT**  
**2012-13 COACHING APPOINTMENTS**  
**APPROVAL OF OUT OF STATE TRIP**  
**2012-13 ATHLETIC VOLUNTEERS**

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

Adopt the 2013-14 School Calendar

Approve the 2012-13 Camroden Golf Course Contract

Approve the following salary reclassifications retroactive to February 1, 2013:

NAME	FROM STEP	CURRENT SALARY	Eff. 2/1/2013 CR. HR./EX. HR.	TO STEP	NEW SALARY
<b>Andreski, Chelsea</b> SPED-MS	B-5 3 hrs. @ \$65	\$33,728.00	<b>Masters</b>	C-5 Masters	\$35,077.00
		195.00			800.00
		\$33,923.00			\$35,877.00
<b>Baker, Brittany</b> SPED-MS	C-10 Masters 12 hrs. @ \$65	\$41,760.00	<b>12 hrs.</b>	D-10 Masters 9 hrs. @ \$65	\$43,478.00
		800.00			800.00
		780.00			585.00
		\$43,340.00			\$44,863.00
<b>Barnum, Michelle</b> Elem - HPE	E-9 Masters	\$43,751.00	<b>8 hrs.</b>	E-9 Masters 8 hrs. @ \$65	\$43,751.00
		800.00			800.00
					520.00
		\$44,551.00			\$45,071.00
<b>Hartnett, Michael</b> ELA - HS	E-21 Masters 54 hrs. @ \$65 Career Inc.	\$61,457.00	<b>Doctorate</b>	E-21 Masters Doctorate 54 hrs. @ \$65 Career Inc.	\$61,457.00
		800.00			800.00
		3,510.00			800.00
		1,375.00			3,510.00
		\$67,142.00			1,375.00
					\$67,942.00



<b>Hasenauer, Joann</b> Elem - HPE	D-20	\$57,755.00	<b>3 hrs.</b>	D-20	\$57,755.00
	Masters	800.00		Masters	800.00
	9 hrs. @ \$65	585.00		12 hrs. @ \$65	780.00
		\$59,140.00			\$59,335.00
<b>Heiser, Jamie</b> ELEM - GWF	C-12	\$44,455.00	<b>9 hrs.</b>	D-12	\$46,282.00
	Masters	\$800.00		Masters	\$800.00
	9 hrs. @ \$65	\$585.00		3 hrs. @ \$65	\$195.00
		\$45,840.00			\$47,277.00
<b>Nichols, Bryan</b> Health - MS (.6 FTE)	C13	\$45,791.00	<b>3 hrs.</b>	C13 (.6 FTE)	\$27,474.60*
	Masters	\$800.00		Masters	480.00*
				3 hrs. @ \$65	117.00*
		\$46,591.00			28,071.60*
<b>Szablewski, Karen</b> Elem. - HPE	E-21	\$61,457.00	<b>3 hrs.</b>	E-21	\$61,457.00
	Masters	800.00		Masters	800.00
	51 hrs. @ \$65	3,315.00		54 hrs. @ \$65	3,510.00
	Career Inc.	1,375.00		Career Inc.	1,375.00
		\$66,947.00			\$67,142.00
<b>West, Gaye</b> Sp. Ed. - HS	E-19	\$58,293.00	<b>3 hrs.</b>	E-19	\$58,293.00
	Masters	800.00		Masters	800.00
	6 hrs. @ \$65	390.00		9 hrs. @ \$65	585.00
		\$59,483.00			\$59,678.00

Adopt the following resolution to nominate Gary Nelson to the Oneida-Herkimer-Madison Cooperative Board for a term of three years to fill the vacancy created by the expiration of the term of Gary Nelson, Holland Patent Central School District.

BE IT RESOLVED, that the Holland Patent Central School District Board of Education nominate Gary Nelson of 9384 Coates Road, Holland Patent, NY 13354, to the Oneida-Herkimer-Madison Cooperative Board for a term of three years to fill the vacancy on the BOCES Cooperative Board, created by the expiration of the term of Gary Nelson, Holland Patent Central School District.

Accept the request of Amanda Flisnik to resign from her position of Girl's Varsity Track Assistant effective March 13, 2013.

Appoint Kathleen Nieman to the position of Co-Curricular Middle School Home Tutoring instructor for the 2012-13 school year at a rate of \$30.96/hr. retroactive to January 24, 2013:

Approve the following coaches for the 2012-13 school year:

<b>Coach</b>	<b>Sport</b>	<b>%</b>	<b>Salary</b>
Robert Chmielewski	Boys Varsity Track Assistant	6%	\$1,857.48

Approve the following coach for the 2012-13 school year as a conditional appointment contingent upon satisfactory criminal background clearance from the Division of Criminal Justice Services and the FBI.

<b>Coach</b>	<b>Sport</b>	<b>%</b>	<b>Salary</b>
Brandy Tebo	Girls Varsity Track Assistant	6	\$1,857.48

Approve the out of state trip for members of the physical education department (Spring 2013) to Maryland to view and purchase government equipment for district use.

Approve the following Athletic Volunteers for the 2012-13 school year.

Karen Livesey	Softball Volunteer
Arianna Westfall	Lacrosse Volunteer

Yes – 5

No - 0 Motion Carried

12- 212

### **ENCLOSURES**

1. *Nutrition Notes – Be SAFE!!*, March 2013 newsletter from Kate Dorr, Asst. School Lunch Director
2. Q & A on the Attendance Regulation Commissioner’s Regulation 104.1 from SED, Student Support Services and Holland Patent Policy #6020 “Student Attendance”.
3. Email from Howard Mettelman, District Superintendent, OHM BOCES regarding proposed amendments to regulations 100.2 (kk) (cyber bullying)
4. Email from Howard Mettelman, District Superintendent, OHM BOCES regarding proposed amendments to regulations-100.2 (l). (cyber bullying)
5. February 2013 Technology Newsletter, “*Well Connected!*” from Margaret McNamara, Vol. 4, Is. 3.
6. School Boards Institute 2013-14 Meeting Calendar
7. Letter from Principal Egresits to Parents regarding a problem with the drinking water on March 5, 2013.

There were no comments on the enclosures.

12- 213

### **EXECUTIVE SESSION**

At 7:58 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. Recommendations by the Committee on Special Education
2. Discussion of Pending Litigations (2)
3. Negotiations
4. Employment History of Particular People

Yes – 5

No – 0 Motion Carried

At 8:47 p.m. the Board returned to open session.

12-214      **APPOINTMENTS**

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

Approve **James Benedict** as a non-instructional substitute to the position of substitute cleaner at a rate of 90% of Step 1, \$9.71/hr effective March 14, 2013

Adopt the following resolution be with regard:

:

**RESOLUTION  
OF THE BOARD OF EDUCATION  
OF THE HOLLAND PATENT CENTRAL SCHOOL  
DISTRICT**

**Be it Resolved**, based on the recommendation of Kathleen M. Davis, Superintendent of Schools, that **Cheryl Venettozzi**, who holds a permanent New York State certificate in the area of School District Administrator, is hereby transferred from the position of PPS Director/CSE Chair in the tenure area of School District Administrator, to the position of Assistant Superintendent for Business Administration in the tenure area of School District Administrator, and this appointment is for service on tenure to commence on April 23, 2013 at a salary of \$106,832.25 (prorated). The Board of Education hereby approves the contract for the period April 23, 2013 through June 30, 2016 between the District and Mrs. Venettozzi and authorizes the Superintendent and Board of Education President to execute such agreement on the District's behalf.

Yes – 5

No – 0    Motion Carried

12-215      **APPOINTMENT**

Karen Evans made the motion, seconded by Richard Allen to adopt the following resolution of appointment:

:

**RESOLUTION  
OF THE BOARD OF EDUCATION  
OF THE HOLLAND PATENT CENTRAL SCHOOL  
DISTRICT**

RESOLVED, that upon the recommendation of Kathleen M. Davis, Superintendent of Schools, the Board of Education of the Holland Patent Central School District, does hereby conditionally appoint **Mary Beth Piejko**, 5796 Morris Road, Marcy, New York 13403 who holds a New York State Certificate permitting her to serve as a School District

Administrator, in the tenure area of School District Administrator, to the twelve (12) month position of PPS Director/CSE Chair for a probationary period of two (2) years to commence on April 23, 2013 and to expire on April 23, 2015 pursuant to Section 2509 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents at a salary of \$85,000 (prorated). All benefits will be granted as outlined in the HPAA contract for the period ending June 30, 2014. The appointment is contingent upon satisfactory criminal background clearance from the Division of Criminal Justice Services and the FBI.

Yes – 5

No – 0 Motion Carried

12-216

**RECOMMENDATIONS MADE BY THE COMMITTEE ON SPECIAL EDUCATION**

Karen Evans made the motion, seconded by Richard Allen to approve the recommendations made by the Committee on Special Education which are on file.

Yes – 5

No – 0 Motion Carried

12-217

**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 8:55 p.m.

*The next regularly scheduled meeting of the Board of Education will be held on **TUESDAY, APRIL 23, 2013** at 7:00 p.m. in the Annex Conference Room.*

Marie E. Perry  
District Clerk