

Budget Workshop and Regular Meeting of the Board of Education (Monday, February 27, 2023)
Delaware Academy Central School District at Delhi
High School Library Media Center
2 Sheldon Drive, Delhi, NY 13753
4:00 p.m.

MINUTES

Members Present: Tammy Neumann, Lucy Kelly, Seth Haight, Sean Leddy, Kimberly Shephard, James Tucker, Jr., Lauren Raba and Tyler Branigan

Others Present: Kelly M. Zimmerman, Superintendent, Lisa A. Kulaski, District Clerk, Carey Shultz, Assistant Superintendent for Business and Personnel, Crystal Trask, High School Principal, Jeffrey Ferrara, Athletic Coordinator, Brian Rolfe, Erin Haight, representatives from Key Bank, representatives from One Digital, Elianna Tarrants, student, Carter Tarrants, student, Will Outsen and Nathaniel McCarthy.

Opening of Meeting

Call to Order

President, Tammy Neumann called the Budget Workshop and Regular Meeting of the Board of Education to order at 4:03 p.m.

Enter an Executive Session

On a motion made by Seth Haight, seconded by Lucy Kelly, the Board of Education entered Executive Session to discuss matters regarding personnel and the terms of a contract with the district with no action to be taken, at 4:03 p.m.

Leave Executive Session

On a motion made by Sean Leddy, seconded by Lucy Kelly, the Board of Education left Executive Session at 6:04 p.m.

Opening of Meeting

Call to Order

President, Tammy Neumann called the Open Session of the Budget Workshop and Regular Meeting of the Board of Education to order with the Pledge of Allegiance at 6:05 p.m.

Presentations

A. Presentation by Class of 2023 on Senior Trip to Ocean City, Maryland

Senior Class Officers, Elianna Tarrants, Carter Tarrants and Tyler Branigan, gave a presentation on the proposed Senior Class trip to Ocean City, Maryland from June 5 to June 7, 2023. Elianna Tarrants spoke about the trip itinerary, with many of the activities borrowed from prior senior trips. Carter Tarrants discussed the number of students going and the cost per student. Tyler Branigan spoke about the fundraising efforts and detailed what their request was for. He stated that because of COVID restrictions and remote learning they had lost about a year and a half of fundraising opportunities.

They were seeking permission to go on the trip and for the district to provide a school bus, driver and school van.

On a motion made by Lauren Raba, seconded by Kimberly Shephard, the Board of Education approved a request from the Class of 2023 for the Senior Trip to Ocean City, Maryland, as presented. There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

B. Presentation by Key Bank on A.L. Kellogg Request for Proposal (RFP)

Mr. Kevin Reilly, Senior Relationship Manager for KeyBank, and Marvin Devers, Senior Portfolio Strategist, gave a presentation on the A.L. Kellogg Request for Proposal (RFP).

- They explained that KeyBank is a client driven organization and has 2 portfolio specialists.
- They are a trusted advisor to public and educational institutions and provide security and reliability. The key difference that sets them apart is their team approach. They can provide additional services besides investments.
- They have a 3-step process for portfolio management, strategic planning, implementation and review and control.

The Board asked a few questions.

- How does KeyBank maximize income while growing funds?
 - They diversify outside of their portfolio.
- How often do they present at Board of Education meetings?
 - They typically operate on a quarterly cycle and produce quarterly reports and come to quarterly meetings.

The Board thanked the representatives for their presentation.

C. Presentation by One Digital on A.L. Kellogg Request for Proposal (RFP)

A representative from One Digital gave a presentation on A.L. Kellogg request for Proposal (RFP).

- One Digital is the largest privately held employee benefits firm in the United States. There are four distinct businesses, employee benefits, retirement and wealth, property and casualty and HR consulting.
- They are based in Atlanta with a local office in Rochester.

The Board thanked the representative for the presentation.

D. Budget Workshop Presentation

Mr. Carey Shultz, Assistant Superintendent for Business and Personnel, gave a presentation on the 2023-2024 budget. He reviewed the following items:

- The 2023-2024 Initial Budget Summary;
- 2023-2024 Initial State Aid Runs and the comparison to the 2022-2023 numbers;
- Changes from the 2022-2023 Budget include:
 - Contractual Salary Increases;
 - Reduction in BOCES software contract;
 - Contracted Services Increases;
 - Reductions in Central Services and Pupil Transportation due to a decrease in energy costs;
 - Benefit Costs; and
 - Decrease in Long Term Debt.
- Outstanding variables include:
 - Evaluation of Personnel Changes and Program Structures;
 - Awaiting the Final State Aid Runs (in April 2023);
 - Finalize Building and Departmental Budgets; and
 - Ensuring that all budgetary changes align with the District Mission, District Goals, and Instructional and Program priorities.

The Board thanked the Mr. Shultz for his presentation.

Public Comments

President, Tammy Neumann, opened the floor to public comments.

There were no public comments.

Routine Matters

A. Approve Minutes of the Regular Meeting held on January 30, 2023

On a motion made by Lucy Kelly, seconded by Lauren Raba, the Board of Education approved the Minutes of the Regular Meeting held on January 30, 2023. Sean Leddy abstained from the vote due to being absent at that meeting. There were no further questions, comments or discussion, and the motion carried with a vote of 6-0.

B. Personnel Recommendations

On a motion made by Kimberly Shephard, seconded by Seth Haight, the Board of Education, upon the recommendation of the Superintendent approved the personnel recommendations as submitted, and upon fingerprint clearance:

RESIGNATIONS

Name	Position	Reason	Effective
Holst, Amelia	P/T Kitchen Helper	Personal	2/10/2023
Sackett, Joseph	Custodial Worker	To accept another position in the district	Retroactive to 12/12/2022

RETIREMENTS

Name	Position	Effective
Piper, Nancy	Math Teacher	7/1/2023

UNCLASSIFIED APPOINTMENTS - 4 Year Probationary Appointments

Name	Position/Dept.	Appointment	Effective	Tenure	Area	Certification	Salary
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No unclassified appointments - 4 year probationary appointments for February 27, 2023.

*Effective date noted as above unless extended in accordance with the law. This expiration date is tentative and conditional only. Except to the extent required by applicable provisions of Section 30123 of the Education Law, in order to be granted tenure the teacher/administrator must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher/administrator receives an ineffective composite or overall rating in the final year of the probationary period, the teacher/administrator shall not be eligible for tenure at that time.

Note: Employment is contingent upon clearance from the State Education Department to comply with the fingerprinting provisions of Project Save.

UNCLASSIFIED APPOINTMENTS - 3 Year Probationary Appointment

Name	Position/Dept.	Appointment	Effective	Tenure	Area	Certification	Salary
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No unclassified appointments - 3 year probationary appointments for February 27, 2023.

*Effective date noted as above unless extended in accordance with the law. This expiration date is tentative and conditional only. Except to the extent required by applicable provisions of Section 30123 of the Education Law, in order to be granted tenure the teacher/administrator must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least two (2) of the three (3) preceding years, and if the teacher/administrator receives an ineffective composite or overall rating in the final year of the probationary period, the teacher/administrator shall not be eligible for tenure at that time.

Note: Employment is contingent upon clearance from the State Education Department to comply with the fingerprinting provisions of Project Save.

MENTOR	Employee Name	Position	School year new hire is to be mentored
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Albright, Matthew	Kane, Amanda	High School Counselor	2022-2023
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MISCELLANEOUS APPOINTMENTS

Name	Appointment	Position	Effective	Compensation
Gillespie, Ashley	Probationary	Aide	Retroactive to 2/15/2023 to 10/25/2023	\$14.20/hour with working conditions as per DESSA Contract
Snyder, Jamie	Temporary	Non-Instructional Substitute Aide	2/28/2023 to 6/30/2023	\$99.40/day

Note: Employment is contingent upon clearance from the State Education Department to comply with the fingerprinting provisions of Project Save.

TENURE APPOINTMENTS

Name	Tenure Area	Certification	Effective
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No tenure appointments for February 27, 2023

ATHLETIC APPOINTMENTS

Name	Position	Season	DAFA Step	Years of Service	Stipend
Abts, Micaiah	Weight Room Instructor	Spring	V	9	\$2,823.00
Broesler, Connor	Girls JV Softball	Spring	III	2	\$3,058.00
Bruce, Todd	Modified Tennis	Spring	IV	4	\$3,669.00
Emilio, Melissa	Varsity Track and Field	Spring	IB	5	\$6,338.00
Ferrara, Al	Softball Program Assistant	Spring	n/a	4	\$1,000.00
Legg, Terry	Assistant Varsity Track and Field	Spring	IIA	11+	\$6,187.00

Superintendent, Kelly Zimmerman, wanted to recognize Mrs. Nancy Piper's retirement. She has dedicated thirty years of her life to education, the last eight have been at Delaware Academy. She has been a stellar teacher for Delaware Academy and is beloved by anyone who has had her in class. She wanted to thank Mrs. Piper for her years of dedication at Delaware Academy and best of luck in her retirement. It is well deserved.

There were no further questions, comments or discussion, and the motion carried with a vote of 7-0.

On a motion made by Seth Haight, seconded by Lauren Raba, the Board of Education, upon the recommendation of the Superintendent, approved the personnel recommendations as submitted, and upon fingerprint clearance:

ATHLETIC APPOINTMENTS

Name	Position	Season	DAFA Step	Years of Service	Stipend
Neumann, Phil	Varsity Baseball	Spring	IIA	11+	\$6,187.00
Neumann, Shawn	JV Baseball	Spring	III	6	\$4,540.00

Tammy Neumann abstained from the vote due to relationship. There were no questions, comments or discussion, and the motion carried with a vote of 6-0.

On a motion made by Seth Haight, seconded by Kimberly Shephard, the Board of Education, upon the recommendation of the Superintendent, approved the personnel recommendations as submitted, and upon fingerprint clearance:

ATHLETIC APPOINTMENTS

Name	Position	Season	DAFA Step	Years of Service	Stipend
Ruchar, Jennifer	Girls Modified Softball	Spring	IV	2	\$2,378.00
Sanford, Jennifer	Varsity Tennis	Spring	IIB	11+	\$5,581.00
Spangenberg, Kurt	Girls Varsity Softball	Spring	IIA	11+	\$6,187.00
White, Brett	Volunteer Softball	Spring	n/a	1	n/a
Winner, Michael	Boys Modified Baseball	Spring	IV	2	\$2,378.00

EXTRACURRICULAR APPOINTMENTS

Name	Position	Years of Service	DAFA Step	Stipend
Ainsworth, Megan	Student Senate HS Advisor (effective 2/28/2023)	1	IV	\$951.20 (Pro-rated 2/28/2023 to 6/30/2023-full annual stipend is \$2,378.)

CHANGE IN POSITION

Employee	Title	Dept.	Current Status	New Status	Effective
<i>No changes in position for February 27, 2023</i>					

CHANGE IN CIVIL SERVICE STATUS

Name	Dept.	Position	Appointment	Effective
<i>No change in civil service status for February 27, 2023</i>				

LEAVE OF ABSENCES

Name	Position	Reason	Effective
Harageones, Danielle	Aide	Unpaid leave for completion of student teaching	9/11/2023 through 1/14/2024

There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

E. Financial Reports

On a motion made by Kimberly Shephard, seconded by Sean Leddy, the Board of Education accepted the Financial Reports as submitted by the Treasurer for December 31, 2022, as submitted. There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

F. CSE Recommendations

On a motion made by Kimberly Shephard, seconded by James Tucker, Jr., the Board of Education accepted the Special Education Report from the Director of Special Education for January 31, 2023, as submitted. There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

Reports

A. Principal's Monthly Reports

Ms. Crystal Trask, High School Principal, reported for the Elementary, Middle School and High School:

- For Enrollment, the Elementary School and High School had no changes. The Middle School had one enrollment in 7th grade.
- The Elementary School had a Kindness Challenge week the week right before winter break. Special themed days and kindness activities were held all week. It was well received and the kids really enjoyed it.
- There was a 5th grade concert on February 16 2023. It was well attended and the 5th grade band, orchestra, and chorus all performed. Kudos to our outstanding music department.
- In the Middle School, two students will be competing in cake decorating at the FCCLA State Meeting in March.
- Several students are participating in FCCLA Community Service projects, including a coin drive, non-perishable food drive and a supply drive for the Heart of the Catskills.
- In the High School, 11 FFA students will compete at the District Competition in Walton.
- Tyler Branigan placed 1st in both Program Oral Interpretation and Oral Interpretation categories at the Walton Speech & Debate competition.
- Boys basketball completed their seasons with a 48-5 overall record across all three levels. The Varsity team ended 19-2 and were MAC league Champions.
- Girls Basketball is still competing and will play in the Sectional Semifinals against Moravia Wednesday March 1st @ 6pm in TC3
- Indoor track and Field had 3 qualifiers for the State Championships to be held this coming weekend March 4th. In addition, students this season have set 8 PRs and 5 school records.
- Varsity and JV Spring Sports (Baseball, Softball, Tennis and Track and Field) will start Monday, March 13.
- A Senior Recital was held on February 17. It was a wonderful performance with a great turn out in support of our students and their talents.
- Students will be attending the FCCLA state conference on March 23 and 24.
- For Staff, PD is going well in the elementary. Many of our teachers are at or close to (some are even over) their full 15 hours of paid PD time.
- Ms. Liddle attended a Computer Based Training (CBT) Roadshow to help start preparing for the 3-8 NYS online tests.
- Ms. Trask and Ms. Liddle attended the second session of the Alternatives to Suspensions training in Norwich.
- We are looking to provide PD on de-escalation.
- Ms. Amanda Kane, HS counselor, started today. Students were stopping in and greeting her in the hall.
- Mr. Peter Hannigan is completing his long-term substitute role for the district this week. Thank you, Mr. Hannigan, for coming out of retirement to help us this year. Mr. Sanford will be taking over for the remainder of the year. We're grateful to have retired teachers available and willing to help.
- Kindergarten Registration will be held March 14 through 16.
- On March 17 and 18 Delaware Academy will be hosting the All-County Music Festival.
- March 21 we will host Guest Speaker #2, John Halligan.

The Board thanked Ms. Trask for her reports.

B. Departmental Reports

There were no Departmental Reports for February 27, 2023.

C. Superintendent Monthly Report

Superintendent, Kelly Zimmerman, spoke about the settlement of the Juul Labs, Inc. class action lawsuit regarding e-cigarettes. The district will be receiving about \$8,500.00 in the settlement based upon the number of districts that were a party to that suit. They anticipate receiving that money in the current fiscal year and plan to reinvest that in to purchase vape detectors to continue to combat the vape crisis.

The Board thanked Mrs. Zimmerman for her report.

D. Board Committee Reports

A.L. Kellogg Committee

The committee did not meet in February, 2022.

Athletic Committee

The committee did not meet in February, 2022.

Board Liaison Committee

The committee did not meet in February, 2022.

Capital Project Committee

The committee did not meet in February, 2022.

Finance Committee

The committee did meet in February, 2022. A lot of their meeting was already touched upon by Mr. Shultz in the Budget Workshop. They also discussed the equipment list for the Innovation Center and talked about how that could be driven based on what the vision is.

Diversity, Equity and Inclusion

The committee did not meet in February, 2022.

Policy Review Committee

The committee did meet in February, 2022. They reviewed Policy #52 Participation by Home Schooled Students in Extracurricular Activities, which is up for a third and final reading and adoption in this meeting. They also discussed the process for the sale and disposition of school property.

Technology Committee

The committee did not meet in February, 2022.

Policy Review / Adoption

A. Third Reading and Adoption of Policy #52 Participation by Home Schooled Students in Extracurricular Activities

The Board of Education conducted a third and final reading of Policy #52 Participation by Home Schooled Students in Extracurricular Activities.

On a motion made by Lauren Raba, seconded by Sean Leddy, the Board of Education adopted Policy #52 Participation by Home Schooled Students in Extracurricular Activities. There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

10. Old Business

The Board of Education continued discussion regarding the upcoming capital project with no action to taken.

11. New Business

A. Resolution regarding Appeal of Student to Board of Education

The Board of Education of the Delaware Academy Central School District at Delhi having met in Exempt Session in relation to an appeal from the decision of the Superintendent regarding the suspension of a student, and after hearing representatives of the student, or the student, and each Board member having reviewed the record, including the transcript, and after deliberation, which was without the presence of the Superintendent or any administrators involved in the proceeding, and on motion of Kimberly Shephard, and seconded by, James Tucker, Jr., it is RESOLVED that the findings of the Superintendent and assessment of punishment are hereby upheld, except that the contract of conduct should be offered for September 1, 2023 with modified language requiring outside counseling with a licensed outside therapist.

There were no additional questions, comments or discussion, and the motion carried with a vote of 7-0.

B. Resolution regarding Superintendent's Contract

On a motion made by Lucy Kelly, seconded by Seth Haight, the Board of Education approved the following resolution: WHEREAS, the Contract of Employment between the Board of Education and Superintendent of Schools Kelly M. Zimmerman (herein “the Superintendent”) dated June 15, 2020 is set to expire on June 30, 2023; and WHEREAS the Board of Education and the Superintendent have been negotiating and have reached an agreement with respect to the modification of the Superintendent’s existing Contract of Employment for year ending June 30, 2023 and a new Contract of Employment effective on July 1, 2023. NOW THEREFORE it is hereby resolved that the Board of Education: (a) approves an Addendum to the Superintendent’s existing Contract of Employment which expires on June 30, 2023 to amend the Superintendent’s base salary for the 22-23 year to be the sum of \$149,661.00; and approves a new Contract of Employment effective July 1, 2023 and expiring on June 30, 2028 (with an optional one year extension) between the Board of Education and the Superintendent, such Addendum to the existing Contract of Employment and the new Contract of Employment in the forms presented. (b) The President of the Board of Education is directed and authorized to execute the Addendum to the existing Contract and the new Contract of Employment in the forms approved by district counsel.

There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

C. Approve Section IV Merger between Delaware Academy CSD at Delhi and Downsville Central School District for Spring 2023

On a motion made by Seth Haight, seconded by Kimberly Shephard, Recommended Action: RESOLVED, that the Board of Education approves a merger with Downsville Central School District for the Spring 2023 season due to low participation numbers for the following sports: a. Boys Modified Baseball, JV Baseball and Varsity Baseball; b. Girls Modified Softball, JV Softball and Varsity Softball; and c. Modified Track and Field and Varsity Track and Field. Trustee, James Tucker, Jr., asked if it was a mix of both schools that have low participation numbers. Superintendent, Kelly Zimmerman, stated that Delaware Academy did not have low participation numbers in all of these sports. She explained that we were approached by Downsville because they had a previous articulation agreement with Walton. Walton absolved that agreement. Downsville had very low numbers and could not build individual teams in each of these sports. They then approached Delaware Academy. This allows us the ability to field full teams without having to pull players from one team to another and allows the right level of competition based on the current skills of the players.

Mr. Jeffrey Ferrara, Athletic Coordinator, explained that they Downsville will be providing coaches at multiple levels.

Tammy Neumann abstained from the vote due to relationship. There were no further questions, comments or discussion, and the motion carried with a vote of 6-0.

D. Resolution to accept Civil Service Employees Association, Inc. Agreement

On a motion made by Seth Haight, seconded by Lauren Raba, the Board of Education of the Delaware Academy Central School District at Delhi accepted an Agreement Between the Civil Service Employees Association, Inc. AFSCME Local 1000 AFL-CIO, and the Delaware Academy Central School District at Delhi for the period July 1, 2022, through June 30, 2025, as submitted, and authorized Superintendent Kelly M. Zimmerman to execute said agreement on behalf of the School District. There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

E. Request to Surplus - District Office

On a motion by Kimberly Shephard, seconded by Sean Leddy, the Board of Education approved a request from the District Office to surplus a Brother EM-530 Electronic Typewriter as it is not operable, not functional and has no dollar value. There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

F. Approve Donation from The Helfgott-Renfroe Foundation

On a motion made by Seth Haight, seconded by Lauren Raba, the Board of Education accepted a donation in the amount of \$5,000.00 from the Helfgott-Renfroe Foundation to be used as follows: a. Nurses supplies (hygiene products, clothing, etc.); and b. Elementary Classroom supplies for all grade levels. There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

G. Approve Donation for Backpack Program

On a motion made by Kimberly Shephard, seconded by Lucy Kelly, the Board of Education accepted a donation in the amount of \$105.01 from St. John's Episcopal Church for use in the backpack program.

There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

Public Comments

President, Tammy Neumann opened the floor to public comments.

There were no public comments.

Other Discussion

A. Board Comments

Trustee, Kimberly Shephard, had no comments.

Trustee, Seth Haight, wanted to thank Principal Trask on the update for the many great things that happened over the course of the month. He wanted to also offer congratulations to Tyler Branigan on his awards.

Trustee, Lauren Raba, wanted to commend Ellie Tarrants on the speech she gave at the Chenango County School Boards Association Legislative Breakfast. The speech was phenomenal and insightful. She spoke about the war on mental health and how the school and all of our extracurricular activities are on the front line of that. She was very thankful and talked about finding her love for plant science through the FFA.

Trustee, Lucy Kelly, had no comment.

Trustee, James Tucker, Jr., had no comment.

Trustee, Sean Leddy, had no comment.

Student Board Member, Tyler Branigan, thanked the Board on behalf of the Class of 2023 for allowing them to go on the Senior Class Trip. It means a lot to them. He said that the Spring Musical is coming up. He thinks that it will be a very good show and encouraged everyone to try to make it.

Superintendent, Kelly Zimmerman, thanked the board for approving her contract. She looks forward to continuing the partnership and looks forward to serving the district for years to come.

Close Meeting:

The next Regular Meeting of the Board of Education will be held on Monday, March 27, 2023 at 5:00 p.m. in the High School Library Media Center.

Adjourn Meeting:

On a motion made by Sean Leddy, seconded by Kimberly Shephard, the Board of Education adjourned the Regular Meeting at 7:55 p.m.

Respectfully submitted,

Lisa A. Kulaski
District Clerk

BOE Approved: 3/27/2023