

**Regular Meeting of the Board of Education (Wednesday, July 13, 2022)**  
**Delaware Academy Central School District at Delhi**  
**High School Library Media Center**  
**2 Sheldon Drive, Delhi, NY 13753**  
**Held after the Annual Organization Meeting**

**MINUTES**

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

**Others Present:** Kelly M. Zimmerman, Superintendent, Lisa A. Kulaski, District Clerk, Julie Mable, Elementary Principal, Carey Shultz, Assistant Superintendent for Business and Personnel, Crystal Trask, High School Principal, Deborah Liddle, Middle School Principal and Director of Special Education, Christine Miller, Food Service Supervisor, Gregg Verspoor, Director of Transportation, David Cicio, Buildings and Grounds Supervisor, Luke Potrzeba, Technology Supervisor, Brian Rolfe, Carter Tarrants, and Tyler Branigan

**Opening of Meeting:**

**Call to Order:**

President, Tammy Neumann called the Regular Meeting of the Board of Education to order at 7:43 p.m.

**Enter an Executive Session:**

On a motion made by Seth Haight, seconded by Sean Leddy, the Board of Education entered Executive Session to discuss the employment terms and contract status of a particular employee with no action to be taken, at 7:43 p.m.

**Leave Executive Session:**

On a motion made by Lucy Kelly, seconded by Sean Leddy, the Board of Education left Executive Session at 8:30 p.m.

**Opening of Meeting:**

**Call to Order:**

President, Tammy Neumann called the Open Session of the Board of Education to order with the Pledge of Allegiance at 6:10 p.m.

**Presentations:**

There were no presentations for July 13, 2022.

**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 May 23, 2022**

On a motion made by Kimberly Shephard, seconded by Lauren Raba, the Board of Education approved the Minutes of the Board of Education Regular Meeting held on May 23, 2022. There were no further questions, comments or discussion, and the motion carried unanimously with a vote of 7-0.

**B. Personnel Recommendations**

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

**RESIGNATIONS**

<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Effective</b>
Palmer, Jordan	School Bus Driver		Retroactive to 6/30/2022
Pawluk, Michaela	Elementary School Teacher	Take a position elsewhere	8/31/2022
Philby, Kimberly	Elementary Music Teacher	Take a position elsewhere	8/31/2022

**RETIREMENTS**

<b>Name</b>	<b>Position</b>	<b>Effective</b>
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*No retirements for July 13, 2022.*

**UNCLASSIFIED APPOINTMENTS - 4 Year Probationary Appointments**

<b>Name</b>	<b>Position/Dept.</b>	<b>Appointment</b>	<b>Effective</b>	<b>Tenure Area</b>	<b>Certification</b>	<b>Salary</b>
Gardner, Amber	Elementary Teacher/Elementary School	Probationary	9/1/2022 through 9/1/2026	Elementary	Early Childhood Education (Birth-Grade 2), Professional Certificate; and Childhood Education (Grades 1-6), Professional Certificate Childhood Education (Gr. 1-6), Emergency COVID-19	\$58,932.00 with working conditions as per DAFA Agreement.
Piurowski, Rose	Elementary Teacher/Elementary School	Probationary	9/1/2022 through 9/1/2026	Elementary	Childhood Education (Gr. 1-6), Emergency COVID-19	\$48,645.00 with working conditions as per DAFA Agreement.

\*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 3012<sup>3</sup> 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**

<b>Name</b>	<b>Position/Dept.</b>	<b>Appointment</b>	<b>Effective</b>	<b>Tenure Area</b>	<b>Certification</b>	<b>Salary</b>
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*No unclassified appointments - 3 year probationary appointments for July 13, 2022.*

\*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 3012<sup>3</sup> 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.*

<b>Mentor</b>	<b>Employee Name</b>	<b>Position</b>	<b>School year new hire is to be mentored</b>
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*No mentor appointments for July 13, 2022.*

**MISCELLANEOUS APPOINTMENTS**

<b>Name</b>	<b>Appointment</b>	<b>Position</b>	<b>Effective</b>	<b>Compensation</b>
Burrows, Bryce	Temporary	Substitute Cleaner	Retroactive to 7/6/2022 through 6/30/2023	\$13.20/hour
Burrows, Ryan	Temporary	Substitute Cleaner	Retroactive to 7/6/2022 through 6/30/2023	\$13.20/hour
Coleman, Jared	Temporary	Substitute Cleaner	Retroactive to 7/6/2022 through 6/30/2023	\$13.20/hour
Efthimiou, Leslee	Temporary	Bus Driver Trainee	7/14/2022 through 6/30/2023	\$0.00
Fitch, Kara	Temporary	Substitute Cleaner	Retroactive to 7/6/2022 through 6/30/2023	\$13.20/hour
Hadley, Donna	Temporary	Substitute Bus Driver	7/14/2022 through 6/30/2023	\$23.00/hour

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

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

#### MISCELLANEOUS APPOINTMENTS

Name	Appointment	Position	Effective	Compensation
Haight, Charles	Temporary	Substitute Cleaner	Retroactive to 7/6/2022 through 6/30/2023	\$13.20/hour

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

On a motion made by Kimberly Shephard, seconded by Sean Leddy, the Board of Education, upon the recommendation of the Superintendent, approved the personnel recommendations as submitted for the following:

#### MISCELLANEOUS APPOINTMENTS

Name	Appointment	Position	Effective	Compensation
Matthews, Gavin	Temporary	Substitute Cleaner	Retroactive to 7/6/2022 through 6/30/2023	\$13.20/hour
Maxwell, Diane	Temporary	Summer Bus Driver - BOCES Run	Retroactive to 7/11/2022 through 8/31/2022	per CSEA contract
Palmer, Jordan	Temporary	Substitute Bus Driver	7/14/2022 through 6/30/2023	\$23.00/hour
Tuttle, Lisa	Temporary	Non-Instructional Substitute	7/14/2022 through 6/30/2023	\$13.20/hour

*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
<i>No tenure appointments for June 13, 2022.</i>			

#### ATHLETIC APPOINTMENTS

Name	Position	Season	DAFA Step	Years of Service	Stipend
Abts, Micaiah	Weight Room Instructor	Fall	V	8	\$2,823.00
Albright, Matthew	Varsity Girls Soccer	Fall	IIA	11+	\$6,187.00
Anderson, Rob	Modified Football	Fall	IV	5	\$3,669.00
Baxter, Skip	Varsity Cross Country	Fall	IB	11+	\$7,440.00
Branigan, Michael	Boys Varsity Soccer Program Assistant	Fall	N/A	1	\$1,000.00
Bruce, Todd	Boys Varsity Soccer	Fall	IIA	11+	\$6,187.00
Burgin, Roberta	Varsity Golf	Fall	III	1	\$3,058.00
Clerkin, Emily	Modified Girls Soccer	Fall	IV	5	\$3,669.00
Darling, Jaclyn	Varsity Volleyball	Fall	IB	11+	\$7,440.00
Draper, Sheryl	Clock/Scorebook Worker Volleyball Games	Fall	N/A	N/A	\$20.00/game
Dreyfus, Matt	Varsity Football Assistant	Fall	IB	6	\$6,338.00
Dungan, Gregory	Modified Football	Fall	IV	4	\$3,669.00

Emilio, Melissa	Modified Cross Country	Fall	IV	4	\$3,669.00
Ferrara, Jeffrey	Sports Coordinator	Fall/Winter/Spring	N/A	12	\$18,000.00
Kilmer, Lorilyn	Volleyball Game Worker	Fall	N/A	N/A	\$20.00/game

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

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 for the following:

**ATHLETIC APPOINTMENTS**

Name	Position	Season	DAFA Step	Years of Service	Stipend
Neumann, Philip	Varsity Head Football	Fall	IA	11+	\$7,842.00
Neumann, Shawn	Varsity Assistant Football	Fall	IB	8	\$6,338.00

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

On a motion made by Kimberly Shephard, seconded by Lauren Raba, the Board of Education, upon the recommendation of the Superintendent, approved the personnel recommendations as submitted for the following:

**ATHLETIC APPOINTMENTS**

Name	Position	Season	DAFA Step	Years of Service	Stipend
Rolfe, Brian	Boys Modified Soccer	Fall	IV	11+	\$4,306.00
Rolfe, Brian	Athletic Contest Chaperone	Fall/Winter/Spring	N/A	11+	\$3,000.00
Ruchar, Jennifer	Girls JV Volleyball	Fall	IIA	3	\$5,615.00
Scobie, Sarah	Girls Volleyball Scorekeeper	Fall	N/A	N/A	\$20.00/game
Spangenburg, Colin	Football/Basketball Clock Worker	Fall/Winter	N/A	N/A	\$20.00/game
Spangenburg, Kurt	Varsity Assistant Football	Fall	IB	11+	\$7,440.00

**EXTRACURRICULAR APPOINTMENTS**

Name	Position	Years of Service	DAFA Step	Stipend
<i>No extracurricular appointments for July 13, 2022.</i>				

**CHANGE IN POSITION**

Employee	Title	Dept.	Current Status	New Status	Effective
<i>No change in positions for July 13, 2022.</i>					

**CHANGE IN CIVIL SERVICE STATUS**

Name	Dept.	Position	Appointment	Effective
<i>No change in civil service status for July 13, 2022.</i>				

**LEAVE OF ABSENCES**

Name	Position	Reason	Effective
<i>No leave of absences for July 13, 2022.</i>			

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

**D. Financial Reports:**

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

**E. CSE Recommendations:**

There are no Special Education reports for July, 2022.

**Reports:****A. Principal's Monthly Reports:**

Mrs. Julie Mable, Elementary Principal, reported:

- They started the Bright Hill program this week and she reported it was going well.
- They are busy trying to get positions filled. She welcomed two new teachers, Amber Gardner and Rose Piurowski.

The Board thanked Mrs. Mable for her report.

Ms. Crystal Trask, MS/HS Principal, reported:

- She attended the BOCES completer ceremony at DCMO BOCES last month and said it was wonderful to see all of the accomplishments of the students. She was proud that our students all obtained at least one industry certification and multiple students earned multiple industry certifications.
- Remedial Summer School is happening in the Middle/High School and there are also students attending regional summer school at DCMO BOCES.
- She is gearing up for next year and finalizing the schedule.

**B. Departmental Reports:**

Mr. Carey Shultz, Assistant Superintendent for Business and Personnel, reported the following for the Building and Grounds Department and for the Business Department:

- They are trying to close out one year and open the next as well as close out both the Federal and general cafeteria audits.
- Gave an update on the capital project. The binder for the paving is going down in the front and the side of the building. Paving will start this week.
- Gave an update on the tennis courts. The forms were being put down to pour the curbs. The fence posts are all in. The sub-base ended up being fine. Between the sub-base and the pitch of the courts they projected an \$86,000.00 savings and that is still intact. Lighting is ordered and conduit has been run to the storage building.
- He addressed the front steps shifting at the front of the building. They are looking to get an estimate on repairs so they can see what the options are for repairing/replacing.

Superintendent Kelly Zimmerman stated that it has become a safety hazard this spring and that there are times when they need to put cones down on the steps. The condition is deteriorating quickly and rapidly and it is something they are going to need to address. We cannot afford to wait until the next project so we wanted to make everyone aware that we are exploring options for their replacement.

- Mr. Shultz continued his report stating the delivery of the playground equipment was expected on July 27. The mulch is ordered.
- There are three teams of summer cleaners, one working in the Elementary School, a second on the 2<sup>nd</sup> floor of the Middle/High School and a third team doing scraping and painting. The middle school gym floor is being stripped and refinished.

The Board thanked Mr. Shultz for his reports.

Mr. Luke Potrzeba, Technology Supervisor, reported:

- They are working on upgrades and rollovers from the previous year to the next year.
- There are no major pushes for big device replacements like there was last year for 11 and 12<sup>th</sup> grades. They are working more on regular replacements and changing out the carts in the Elementary School.
- He is thankful he has an intern this summer, Paul Vickers, who is a recent graduate. He is working out really well and has been a great addition to the team.

Trustee Lucy Kelly asked if more microphones could be placed instead of in their central locations. She has heard from people who regularly listen to our live broadcast that it is very difficult to hear our comments. Mr. Potrzeba stated that it is a difficult space and that it is something we would need to explore as a potential larger project to actually outfit the room with microphones. If that is something that the board wants to

pursue then this is something the board should discuss. It is not something that he has budgeted for and not something he can just add around the room without seeking additional assistance from an outside party.

The Board thanked Mr. Potrzeba for his report.

**C. Superintendent Monthly Report:**

Superintendent Kelly Zimmerman wanted to commend the team for the timely and swift response to the potential threat to the location in the village today. The district received a call of a potential threat to a location in the village and we took the appropriate response including moving our buildings into a lockout until all of our students were safely returned to their parents with the assistance of our staff here and local law enforcement.

The Board thanked Superintendent Zimmerman for her report.

**D. Board Committee Reports:**

**A.L. Kellogg Committee:**

The committee did not hold a meeting for July 13, 2022.

**Athletic Committee:**

The committee did not hold a meeting for July 13, 2022.

**Board Liaison Committee:**

The committee did not hold a meeting for July 13, 2022.

**Capital Project Committee:**

The committee did not hold a meeting for July 13, 2022.

**Finance Committee:**

The committee did not hold a meeting for July 13, 2022.

**Policy Review Committee:**

The committee did not hold a meeting for June 13, 2022.

**Technology Committee:**

The committee did not hold a meeting for July 13, 2022.

**Policy Review / Adoption:**

There is no policy review/adoption for July 13, 2022.

**Old Business:**

No old business for July 13, 2022.

**New Business:**

**A. Approve the 2022-2023 Board of Education Meeting Schedule**

On a motion made by Kimberly Shephard, Seconded by Seth Haight, the Board of Education approved the 2022-2023 Board of Education Meeting Schedule as submitted/amended. There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

**B. Approve Lease between Delaware Academy CSD at Delhi and Delaware Opportunities, Inc.**

On a motion made by Sean Leddy, seconded by Lauren Raba, the Board of Education approved a lease between Delaware Academy Central School District at Delhi and the Delaware Opportunities Inc. effective July 1, 2022, through June 30, 2023, to provide classroom space and attending office and storage closet with a total square footage of 2,280 and an annual rent of \$8,805.00. There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

**C. Approve 2022/2023 Substitute Rates September through December 2022.**

On a motion made by Kimberly Shephard, seconded by Sean Leddy, the Board of Education approved the following substitute rates for September through December 2022:

**Instructional:**

Retired Certified DA Teacher, \$130.00 per day

Certified Teacher, \$120.00 per day  
Non-Certified Teacher, \$100.00 per day  
Long Term Teacher, \$140.00 per day  
Tutor, \$25.23 per hour

**Non-Instructional:**

Nurse, \$110.00 per day  
Teacher Assistant, \$92.00 per day  
Teacher Aide, \$92.40 per day  
Food Service, \$13.20 per hour  
Bus Aide, \$13.20 per hour  
Custodial Worker, \$13.20 per hour  
Bus Driver, \$23.00 per hour

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

President Tammy Neumann called for a blanket resolution to approve Item D. and Item E. On a motion made by Kimberly Shephard, seconded by Lauren Raba, the Board of Education approved the following items:

**D. Approve Request to Surplus Items, Health Department**

A request from Mrs. Yando in the health department to deem two "Baby Think it Over" Manikins, four infant/baby Manikins and two AED's (Automated External Defibrillator) as surplus as the technology is outdated, the items are in poor condition and are unusable.

**E. Approve Request to Surplus Items, Music Department**

A request from Ms. Lindner in the music department to deem a box of various records and cassettes, a Philips 3 disc CD and tape player, a Yamaha 31 Band Graphic Equalizer and a JVC record, cassette tape, tuner and speakers as surplus as they are outdated and unusable.

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

**F. Approve Donation from St. John's Episcopal Church**

On a motion made by Seth Haight, seconded by Sean Leddy, the Board of Education accepted a donation in the amount of \$105.00 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.

**G. Resolution to Approve Contract between FAHS Construction Group, Inc. and Delaware Academy CSD At Delhi for the Capital Project Sitework**

On a motion made by Seth Haight, seconded by James Tucker, Jr., the Board of Education approved a new contract for FAHS Construction Group, Inc. for Delaware Academy CSD At Delhi for the Capital project sitework in the amount of \$520,000.00 and authorized Superintendent Kelly M. Zimmerman to execute said contract on behalf of the School District.

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 Sean Leddy, Trustee James Tucker, Jr. and Trustee Lucy Kelly passed on board comments.

Trustee Lauren Raba welcomed the student board members to the board. It will be exciting to have them on board. She thanked Superintendent Zimmerman and the school for the response today with the active shooter.

Trustee Seth Haight wanted to thank everyone for the effort in closing the school year so successfully. He also wanted to say thanks to everyone for the effort on the sitework.

Trustee Kimberly Shephard wanted to commend everyone on the safety emergency. It was handled very professionally.

**Close Meeting:**

The next Regular Meeting of the Board of Education will be held on Monday, August 22, 2022 at 5:00 p.m. in the High School Library Media Center.

**Adjourn Meeting:**

On a motion made by Lucy Kelly, seconded by Sean Leddy, the Board of Education adjourned the Regular Meeting at 9:12 p.m.

Respectfully submitted,

Lisa A. Kulaski

District Clerk

BOE Approved: Approved 9/26/2022