

**Regular Meeting of the Board of Education (Monday, November 14, 2022)**  
**Delaware Academy Central School District at Delhi**  
**High School Library Media Center**  
**2 Sheldon Drive, Delhi, NY 13753**  
**5:00 p.m.**

**MINUTES**

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

**Others Present:** Kelly M. Zimmerman, Superintendent, Lisa A. Kulaski, District Clerk, Carey Shultz, Assistant Superintendent for Business and Personnel, Crystal Trask, High School Principal, Deborah Liddle, Middle School Principal and Director of Special Education, Julie Mable, Elementary School Principal, Gregg Verspoor, Director of Transportation, Matthew Albright, Alex Chase, Kiley Lamoreaux, Brian Rolfe and community members.

**Opening of Meeting**

**Call to Order**

President, Tammy Neumann called the Regular Meeting of the Board of Education to order at 5:09 p.m.

**Enter an Executive Session**

On a motion made by Kimberly Shephard, seconded by Sean Leddy, 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 5:10 p.m.

**Leave Executive Session:**

On a motion made by Kimberly Shephard, seconded by Lauren Raba, the Board of Education left Executive Session at 6:02 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**

**A. External Audit Report Review by Cwynar, Farrow & Locke, CPAs, PLLC.**

Mr. Daniel Farrow of Cwynar, Farrow & Locke, CPAs, PLLC presented the annual audit report for the fiscal year ending June 30, 2022.

The Board thanked Mr. Farrow for his report.

**B. Presentation of Comprehensive School Counseling Program by Kiley Lamoreaux, Alexander Chase and Matthew Albright.**

Mr. Matthew Albright, School Counselor, Mr. Alex Chase, School Counselor and Ms. Kiley Lamoreaux, School Counselor, presented on the School Counseling Program.

They spoke about the following:

For Elementary School:

- Discussed Elementary data.
- How time is spent with the counseling services.
- Lunch groups, number of students who participate and the topics they talk about.
- Elementary college and career readiness and the lessons that are presented.

For Middle School and High School:

- Most of their time has been spent with career exploration and college applications.
- They are looking at doing parent nights and an NCAA night with Delhi College Athletics.
- Students attended College Fairs.
- Students taking PreACT and ACT

- Discussed Sources of Strength, Second Step and Brilliant Pathways.

The Board thanked Mr. Albright, Mr. Chase and Ms. Lamoreaux for their presentation.

### **C. Presentation of Middle and High School and Elementary Data**

Mrs. Julie Mable, Ms. Deborah Liddle and Ms. Crystal Trask gave a brief presentation on the Elementary School and Middle School and High School. They reviewed the end of the 2021-2022 school year, discussed the four pillars, curriculum and instruction, social-emotional learning, pathways to graduation and safety and security and discussed school performance data and how we compare to other Districts.

The Board thanked Mrs. Mable, Ms. Liddle and Ms. Trask for their presentation.

### **D. Presentation on Proposed Change to the Student Code of Conduct**

Ms. Crystal Trask gave a presentation on the proposed change to the Student Code of Conduct. She gave the same presentation at the public hearing held at Delaware Academy on November 9, 2022.

The Board thanked Ms. Trask for her 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 September 26, 2022**

On a motion made by Sean Leddy, seconded by Lauren Raba, the Board of Education approved the Minutes of the Regular Meeting held on September 26, 2022. There were no further questions, comments or discussion, and the motion carried with a vote of 7-0.

#### **B. Approve Minutes of the Special Meeting held on October 18, 2022**

On a motion made by Kimberly Shephard, seconded by Seth Haight, the Board of Education approved the Minutes of the Special Meeting held on October 18, 2022. There were no further questions, comments or discussion, and the motion carried with a vote of 7-0.

### **C. Personnel Recommendations**

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:

#### **RESIGNATIONS**

<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Effective</b>
Schultz, Jessica	P/T Food Service Helper	To take another position in the District.	Retroactive to 10/24/2022
Wells, John	English Teacher	Personal reasons	November 28, 2022

#### **RETIREMENTS**

<b>Name</b>	<b>Position</b>	<b>Effective</b>
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*No retirements for November 14, 2022*

#### **UNCLASSIFIED APPOINTMENTS - 4 Year Probationary Appointments**

**Tenure**

Name	Position/Dept.	Appointment	Effective	Area	Certification	Salary
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*No unclassified appointments-4 year Probationary Appointments for November 14, 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 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****Tenure**

Name	Position/Dept.	Appointment	Effective	Area	Certification	Salary
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*No  
unclassified  
appointments-  
3 year  
Probationary  
Appointments  
for November  
14, 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 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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*No mentors for November 14, 2022*

**MISCELLANEOUS APPOINTMENTS**

Name	Appointment	Position	Effective	Compensation
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Brown, Amber	Temporary	Non-Certified Teacher	11/15/2022 to 6/30/2023	\$100.00/day
		Non-Instructional Substitute Aide		\$92.40/day

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

#### **TENURE APPOINTMENTS**

<b>Name</b>	<b>Tenure Area</b>	<b>Certification</b>	<b>Effective</b>
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*No tenure appointments for November 14, 2022*

#### **ATHLETIC APPOINTMENTS**

<b>Name</b>	<b>Position</b>	<b>Season</b>	<b>DAFA Step</b>	<b>Years of Service</b>	<b>Stipend</b>
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*No athletic appointments for November 14, 2022*

#### **EXTRACURRICULAR APPOINTMENTS**

<b>Name</b>	<b>Position</b>	<b>Years of Service</b>	<b>DAFA Step</b>	<b>Stipend</b>
Kievet, Elizabeth	Safety Patrol Advisor (shared) (Correction to stipend amount, see 9/26/2022 Minutes, retroactive to 9/6/2022)	1	III	\$1,019.33

There were no additional 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:

#### **EXTRACURRICULAR APPOINTMENTS**

<b>Name</b>	<b>Position</b>	<b>Years of Service</b>	<b>DAFA Step</b>	<b>Stipend</b>
Neumann, Shawn	Safety Patrol Advisor (retroactive to 9/6/2022) (shared)	1	III	\$1,019.33

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 Lauren Raba, seconded by Sean Leddy, the Board of Education, upon the recommendation of the Superintendent, approved the personnel recommendations as submitted, and upon fingerprint clearance:

#### **EXTRACURRICULAR APPOINTMENTS**

<b>Name</b>	<b>Position</b>	<b>Years of Service</b>	<b>DAFA Step</b>	<b>Stipend</b>
Pernice, Jaclyn Anne	FCCLA Volunteer (11/15/22-6/30/23)	n/a	n/a	\$0.00
Pernice, Mikayla	FCCLA Volunteer (11/15/22-6/30/23)	n/a	n/a	\$0.00

Wilberg, Linda	Safety Patrol Advisor (shared) (Correction to stipend amount, see 9/26/2022 Minutes, retroactive to 9/6/2022)	1	III	\$1,019.33
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### CHANGE IN POSITION

Employee	Title	Dept.	Current Status	New Status	Effective
<i>No changes in position for November 14, 2022</i>					

### CHANGE IN CIVIL SERVICE STATUS

Name	Dept.	Position	Appointment	Effective
<i>No change in civil service status for November 14, 2022</i>				

### LEAVE OF ABSENCES

Name	Position	Reason	Effective
<i>No leave of absences for November 14, 2022</i>			

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

### C. Financial Reports

On a motion made by Lucy Kelly, seconded by Kimberly Shephard, the Board of Education accepted the Financial Reports as submitted by the Treasurer for June 30, 2022, July 31, 2022 and August 30, 2022, as submitted. There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

### D. CSE Recommendations

On a motion made by Seth Haight, seconded by Lucy Kelly, the Board of Education accepted the Special Education Report from the Director of Special Education for September 30, 2022, 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. Deborah Liddle, Middle School Principal and Director of Special Education, reported for the Elementary, Middle School and High School:
- Discussed student successes, which included 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grade participation in the Veterans Day Celebration, National Junior Honor Society hosted Food Drive, National Junior Honor Society parcel delivery in December to Delhi Rehabilitation Center, Middle School All County selections which DA will be hosting in March, and 9 Juniors and Tyler Branigan participated in the CASFC Leadership program at SUNY Oneonta.
  - Brilliant Pathways held their first mentor training with 20 student mentors participating.
  - Orchestra students participated in a Music on the Delaware workshop organized by Mrs. Gibson.
  - FFA students presented at NYSSBA Annual Convention and Expo.
  - Mrs. Wilcox hosted four SUNY Delhi nursing students for a lesson on infection control.
  - Mrs. Mable virtually attended a Professional Development for reading using the new Eureka Math Squared curriculum materials.
  - Mrs. Collison will be directing the Middle School chorus ensemble for All County which will be hosted by DA and Mrs. Gibson will her accompanist.
  - Students and staff participated in a volleyball tournament fundraiser.
  - Parent/Teacher conferences are upcoming.
  - A spelling bee competition will be held the week after Thanksgiving.

The Board thanked Ms. Liddle for her reports.

#### B. Departmental Reports

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

- For Buildings & Grounds:
  - Preventative maintenance work is continuing throughout the buildings.
  - Leaf cleanup has been completed on the grounds and getting equipment ready for the winter season.
- For Food Service:
  - In October they served 830 breakfasts and 4,147 lunches in the High school and 1,294 breakfasts and 4,295 lunches in the Elementary School.
  - Income verification was completed for the 2022-2023 school year as part of the Child Nutrition State Education Department requirements.
- For the Business Office:
  - Close out of all of the capital projects is continuing.
  - Tax season is over. Mr. Shultz spoke about the process of tax collection and the percentage that remained uncollected.
  - Discussed a few items regarding the financial audit.
  - The Pre-K playground has one piece left before it is completed.
  - They are continuing to look at camera systems.

The Board thanked Mr. Shultz for his reports.

### **C. Superintendent Monthly Report**

Superintendent, Kelly Zimmerman, discussed the accomplishments of the Delaware Academy Cross-Country team. She reiterated they are redoubling efforts to help support the mental health of students and staff.

The Board thanked Mrs. Zimmerman for her report.

### **D. Board Committee Reports**

#### **A.L. Kellogg Committee**

The committee did not meet in November, 2022.

#### **Athletic Committee**

The committee held a meeting in November, 2022. They discussed participation numbers for winter sports and the new classification for sports in NYS moving from a five class system to a six class system. This means more classes and fewer schools in each of those classes.

#### **Board Liaison Committee**

The committee did not hold a meeting for November, 2022.

#### **Capital Project Committee**

The committee did not meet in November, 2022.

#### **Finance Committee**

The committee did not meet in November, 2022.

#### **Diversity, Equity and Inclusion**

The committee did not meet in November, 2022.

#### **Policy Review Committee**

The committee held a meeting in November, 2022. They took a look at the Vehicle Use Policy, which is going to be presented for a first reading. They also spoke about homeschool students and extracurricular activities that they could possibly participate in. The questions they determined were potential liability and state vaccination requirements. They agreed that this topic is something they will continue to discuss.

#### **Technology Committee**

The committee did not hold a meeting for September, 2022.

### **Policy Review / Adoption**



## **A. First Reading of Policy #78 Vehicle Use Policy**

The Board of Education conducted a first reading of Policy #78 Vehicle Use Policy. President Neumann stated that they will conduct a second reading at the next meeting.

## **10. Old Business**

### **A. Continued discussion regarding upcoming capital project with no action to be taken.**

The Board of Education engaged in continued discussion about the upcoming capital project.

## **11. New Business**

### **A. Accept Audit Report for Fiscal Year Ending June 30, 2022**

On a motion made by Kimberly Shephard, seconded by Seth Haight, the Board of Education approved the following resolution: WHEREAS, Cwynar, Farrow & Locke, CPAs, PLLC, Certified Public Accountants, have presented their findings and opinions to the Board of Education for the Delaware Academy Central School District at Delhi for the Financial Statements as of June 30, 2022, and WHEREAS, the Board of Education has had the opportunity to review the findings of Cwynar, Farrow & Locke, CPAs, PLLC for the Financial Statements as of June 30, 2022, THEREFORE, BE IT RESOLVED, that the Board of Education accepts the Financial Statements as of June 30, 2022, as submitted by Cwynar, Farrow & Locke, CPAs, PLLC.

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

### **B. Approve Amendment to MS/HS Student Handbook**

On a motion made by Kimberly Shephard, seconded by Lauren Raba, the Board of Education approved the following resolution: WHEREAS, the student body of the Delaware Academy Central School District at Delhi has requested that changes be made to the dress code in the MS/HS Student Handbook; and WHEREAS, the student body has presented their requested change to the Board of Education of the Delaware Academy Central School District at Delhi; and WHEREAS, a public hearing was held on Wednesday, November 9, 2022 to hold an informational meeting and to receive public comment; WHEREAS, the Student Dress Code in the MS/HS Student Handbook currently reads as follows: "STUDENT DRESS CODE All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. A student's dress, grooming and appearance, including hair style/color, jewelry, make-up and nails, shall: 1. Be safe, appropriate and not disrupt or interfere with the educational process. 2. Recognize that extremely brief garments including but not limited to short shorts, tube tops, net tops, halter tops, spaghetti straps, plunging necklines (front and/or back) and see-through garments will not be tolerated. 3. Ensure that under-garments are completely covered with outer clothing. 4. Include footwear at all times. Footwear that is a safety hazard will not be allowed. 5. Not include headwear in the building except for a medical or religious purpose. 6. Not include "dog" neck and wrist collars. 7. Not include items that are vulgar, obscene, and libelous or denigrate others based on race, color, national origin, religion, marital status, military status, sex, age, weight, sexual orientation, gender identity, ethnic group, religious practice disability or predisposing genetic characteristics. 8. Not promise and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities. 9. Not include the wearing of long leather or trench coats of any color. Students who violate the student dress code shall be required to change or cover the offending item; failure to do so may result in discipline." NOW THEREFORE BE IT RESOLVED, that the Board of Education of the Delaware Academy Central School District at Delhi approves an amendment to the MS/HS Handbook, changing the language to read as follows: "STUDENT DRESS CODE We recognize that school has the responsibility to maintain a safe and orderly environment conducive to learning. Furthermore, we recognize part of one's education is learning when, where, how, and why appropriate dress is important. Different courses may have different requirements for appropriate dress (eg: for speeches, presentations, or performances); teachers will outline these expectations. All students are expected to give proper attention to personal hygiene and to dress appropriately for school and school functions as outlined through the expectations below. A student's dress including accessories, grooming, and appearance shall: 1. Be safe and not disrupt or interfere with the educational process. 2. Include opaque (non-see-through) fabric coverings for chest, buttocks, and groin at all times. Midriff exposure must not be greater than the span of a student's own handspan (excluding thumb), while the student is standing normally, from the bottom of a top to the top edge of bottoms. 3. Ensure that under-garments are completely covered with outer clothing. A reasonable exception will be made for bra straps. 4. Include footwear at all times. Footwear should meet safety guidelines for the environment. Some footwear (such as sandals or flip-flops, etc) can be a safety hazard in some courses. 5. Allow for visibility of a student's face. Sunglasses may not be worn in the building unless accompanied by a medical note. 6. Not

include items that are vulgar, obscene, libelous, or denigrate others based on race, color, national origin, religion, marital status, military status, sex, age, weight, sexual orientation, gender identity, ethnic group, religious practice, disability, or predisposing genetic characteristics. 7. Not promote and/or endorse the use of alcohol, tobacco, marijuana, illegal drugs; be of a sexual nature; and/or encourage other illegal or violent activities. Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an alternative item. Any student who refuses to do so shall be subject to progressive disciplinary action."

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

### **C. Resolution regarding Comprehensive School Counseling Program K-12**

On a motion made by Sean Leddy, seconded by Kimberly Shephard, the Board of Education approved the Delaware Academy Central School District at Delhi Comprehensive School Counseling Program K-12 for the 2022-2023 school year, as submitted. There were no questions, comments or discussion, and the motion carried with a vote of 7-0.

### **D. Approve Donation from St. John's Episcopal Church**

On a motion made by Lucy Kelly, seconded by James Tucker, Jr., the Board of Education accepted a donation in the amount of \$112.00 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.

### **Public Comments**

President, Tammy Neumann opened the floor to public comments.

Will Outsen had questions regarding the lack of people showing up for meetings, the School Resource Officer, dress code review, high school lunches and the counselor presentation.

Nathaniel McCarthy had questions regarding tax revenue and a statement regarding the previous discussion on homeschool students and extracurricular activities.

There were no more public comments.

### **Other Discussion**

#### **A. Board Comments**

Trustee, Kimberly Shephard, had no comments.

Trustee, Seth Haight, thanked everyone for their presentations. He made a general statement regarding the extracurricular activities that he would like to see what other policies are like and to see if we could look into this more.

Trustee, Lauren Raba, said based on the presentations that were made it gave everyone a clear picture of what the school is doing. She is proud of our student athletes. Playing sports is good for communication, conflict resolution, teamwork, collaboration and adaptability.

Trustee, Lucy Kelly, wanted to reiterate what everyone else said regarding the presentations. The test scores are phenomenal and it is something that all of our teachers, students, parents and leadership of our school should be proud of. She gave kudos to all of the athletic teams to getting as far as they got.

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

Trustee, Sean Leddy, echoed the comments already made.

Student Board Member, Carter Tarrants, had no comments.

### **Close Meeting:**

The next Regular Meeting of the Board of Education will be held on Monday, December 12, 2022 at 5:00 p.m. in the High School Library Media Center.

### **Enter an Executive Session**



On a motion made by Sean Leddy, seconded by Kimberly Shephard, 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 9:17 p.m.

**Leave Executive Session:**

On a motion made by Kimberly Shephard, seconded by Lucy Kelly, the Board of Education left Executive Session at 9:46 p.m.

**Adjourn Meeting:**

On a motion made by Sean Leddy, seconded by Lauren Raba, the Board of Education adjourned the Regular Meeting at 9:47 p.m.

Respectfully submitted,

Lisa A. Kulaski  
District Clerk

BOE Approved: 12/12/2022