

**DOLGEVILLE CENTRAL SCHOOL**  
**Dolgeville, NY 13329**

**Approved 7-16-19**

Tuesday, July 9, 2019

Reorganization Meeting

James A. Green School

PRESENT:  
R. Maxwell, Pres.  
S. Hongo, VP  
T. Prestigiacomio  
J. Williams  
J. Schmid  
M. Huddleston

ABSENT:  
J. Izzo

OTHERS PRESENT:  
L. Rhone  
C. Chrisman  
R. Leavitt  
J. Radley

PRESIDING OFFICER:  
Robert Maxwell, President

The reorganization meeting was called to order at 6:00 p.m. in the high school library. Call to Order

Mr. Maxwell asked everyone to rise and recite the Pledge of Allegiance. Pledge Flag

Motion by Mr. Schmid, second by Mr. Hongo, to nominate Robert Maxwell as Temporary Chairperson for the reorganization meeting. Temporary Chairperson

Ayes All – Motion Carried 6:0

Mrs. Allen administered the Oath of Office to James Schmid, re-elected board member. Adm. Oath  
J. Schmid

Ayes All – Motion Carried 6:0

Motion by Mr. Schmid, second by Mrs. Williams, to enter executive session at 6:04 p.m. to discuss the recommended personnel appointments. Enter  
Executive  
Session

Ayes All – Motion Carried 6:0

Motion by Mrs. Williams, second by Mr. Maxwell, to return to regular session at 8:15 p.m. Return to  
Regular  
Session

Ayes All – Motion Carried 6:0

Motion by Mrs. Prestigiacomio, second by Mr. Hongo, to appoint Sandra Allen as District Clerk for the 2019-2020 school year. S. Allen  
Dist.Clerk

Ayes All – Motion Carried 6:0

Motion by Mrs. Williams, second by Mrs. Prestigiacomio, to elect Scott Hongo as President of the Board of Education for the 2019-2020 school year. Elect  
S. Hongo  
President

Ayes All – Motion Carried 6:0

Motion by Mrs. Williams, second by Mrs. Huddleston, to elect Theresa Prestigiacomio as Vice President of the Board of Education for the 2019-2020 school year. Elect  
T.Prestigiacomio  
V. President

Ayes All – Motion Carried 6:0

Motion by Mr. Hongo, second by Mrs. Williams, to approve the following appointments: Approve  
Appoints.

Appoint Lynn Rhone as deputy district clerk for the 2019-2020 school year at no extra salary.	L. Rhone Dep. Clerk
Appoint Sara Martyniuk as district treasurer for the 2019-2020 school year.	S.Martyniuk Treasurer
Appoint Jessica Radley as deputy treasurer for the 2019-2020 school year.	J. Radley Dep.Treas.
Appoint M & T Bank and County of Herkimer as tax collectors for the 2019-2020 school year.	M & T Co. of Herk. Tax Collect.
Appoint M & T Bank (Little Falls Branch) deputy tax collector for 2019 with the following tellers authorized to collect tax payments:  Samantha Noel, Donna Lewis, Shelby Walrath	M & T Bank Tellers Deputy Tax
Appoint Mary Metott (Nurse Practitioner in Family Health) for medical services as School Physician for school year 2019-2020.	Sch. Physician
Designate M & T Bank (Little Falls Branch), Berkshire Bank (Little Falls Branch) and Adirondack Bank as the official depositories of all district monies for the 2019-2020 school year.	Official Deposit.
Designate the Times Telegram as the official newspaper for the 2019-2020 school year.	Official Newspaper
Appoint Paula Mosher as census enumerator for the 2019-2020 school year.	P. Mosher Census
Appoint members for the Committee on Special Education/Pre-School for the 2019-2020 school year as attached.	CSE/CPSE Committee
Appoint the BOCES Occupational Advisory Committee to serve as the committee for the Dolgeville Central School for the 2019-2020 school year.	Occ.Adv. Committee
Appoint Pia Nichols and Paula Mosher as Attendance Officers for the 2019-2020 school year.	Attendance Officers
Appoint Sandra Allen as Central Treasurer of the Extraclassroom Funds for the 2019-2020 school year.	S.Allen Extracc. Treas.
Appoint Lynn Rhone and Jessica Radley as purchasing agents for the 2019-2020 school year at no extra salary.	L. Rhone J. Radley Purchase Ag.
Appoint Jessica Radley as Records Management Officer for the 2019-2020 school year at no extra salary.	J. Radley Rec.Manage.
Appoint Sandra Allen as Records Access Officer for the 2019-2020 school year at no extra salary.	S. Allen Rec.Access

Appoint Jessica Radley as investment officer for the 2019-2020 school year at no extra salary.	J. Radley Invest. Off.
Appoint Michelle Primeau as Review and Verification Officer and Lynn Rhone as Hearing Officer for the 2019-2020 free and reduced lunch/breakfast program at no extra salary.	Rev.&Ver. Hear.Off. Lunch/Break
Appoint Lynn Rhone as Payroll Certification Officer for the 2019-2020 school year at no extra salary.	L. Rhone Pay.Cert.
Appoint William VanGorder/Mang Insurance Agency as Insurance Consultant for the 2019-2020 school year.	VanGorder Mang Agenc. Ins. Consult.
Appoint the Herkimer-Fulton-Hamilton-Otsego BOCES Safety Service as the Asbestos Inspection/ Management planner for the 2019-2020 school year.	Asbestos Inspect./Mgr.
Appoint the Herkimer-Fulton-Hamilton-Otsego BOCES Safety Service for Lead Inspection services for the 2019-2020 school year.	Lead Inspect. Services
Appoint Michelle Primeau and Daniel Guenther as Title IX Coordinators for the 2019-2020 school year.	M.Primeau D.Guenther Title IX
Appoint Michelle Primeau as 504 Coordinator for the 2019-2020 school year at no extra salary.	M. Primeau 504 Coord.
Appoint board members, Scott Hongo, James Schmid and Jennifer Williams, to serve on the Audit Committee for the 2019-2020 school year. The board will select a community representative to replace Diana Ayers-Darling who is stepping down as the current community representative.	Audit Committee
Appoint Robert Maxwell to serve as School Board Institute Executive Committee Representative and Marie Huddleston to serve as Alternate for the 2019-2020 school year.	SBI Represent.
Appoint Jacqueline Hill as Claims Auditor for the 2019-2020 school year.	Claims Auditor
Appoint Michelle Primeau as Medicaid Compliance Officer for the 2019-2020 school year at no extra salary.	Medicaid Comp. Off.
Appoint the Herkimer-Fulton-Hamilton-Otsego BOCES Safety Service as the Integrated Pest Management (IMP) Coordinator for the 2019-2020 school year.	IPM Coord.
Appoint the Herkimer-Fulton-Hamilton-Otsego BOCES Safety Service as the Asbestos Abatement LEA Designee for the 2019-2020 school year.	Asbestos Abatement Designee
Appoint Jessica Radley as faculty auditor for Extraclassroom Accounts for the 2019-2020 school year at no extra salary.	Faculty Auditor Extracc.

- Appoint Daniel Guenthner as District Data Coordinator for the 2019-2020 school year. District Data Coordinator
- Appoint Mirella Pazzaglia as Dignity Act Coordinator (Grades PreK-12) for the 2019-2020 school year at no extra salary. Dignity Act Coordinator
- Appoint Crystal Chrisman, Ruth Leavitt and Michelle Primeau as Lead Evaluators of Teachers for the 2019-2020 school year. Lead Evaluators of Teachers
- Appoint Lynn Rhone as Lead Evaluator of Administrators for the 2019-2020 school year. Lead Evaluator of Administrators
- Appoint Michelle Primeau as CDOS (Career Development and Occupational Studies) Coordinator for the 2019-2020 school year. CDOS Coordinator
- Appoint Jessica Radley as the Madison Oneida Herkimer Workers' Compensation Board Representative for the 2019-2020 school year. MOH Workers' Comp. Rep.
- Appoint Lynn Rhone as Chief Emergency Officer for the 2019-2020 school year. Chief Emerg. Officer
- Appoint the following persons to the District Safety Team for the 2019-2020 school year: District Safety Team
- |                  |                    |  |
|------------------|--------------------|--|
| Bruce Risley     | Sabrina Edick      | Dave Redmond                           |
| Lynn Rhone       | Lee Gonyea         | Joseph Stack                           |
| Ruth Leavitt     | Daniel Guenthner   | Pauline Williams                       |
| Crystal Chrisman | Linda Hemmerich    | Bethany Straney                        |
| Kathryn Bilinski | Carden Smith       | Dave Jaquay – Dolgeville Fire Dept.    |
| Julie Castor     | Jessica Radley     | Rich Congdon – Dolgeville Police Dept. |
| Robert Maxwell   | Marylou Huddleston | Scott Hongo – Dolgeville DPW           |
| SRO              |                    |  |
- Appoint the following persons to the Building Level Emergency Response Team (Elementary) for the 2019-2020 school year: Building Level Emerg. Response Team (Elem)
- |                  |                   |     |
|------------------|-------------------|-----|
| Lynn Rhone       | Mirella Pazzaglia | SRO |
| Crystal Chrisman | Daniel Guenthner  |     |
| Lynne Licari     | Linda Hemmerich   |     |
- Appoint the following persons to the Building Level Emergency Response Team (Secondary) for the 2019-2020 school year: Building Level Emerg. Response Team (Secondary)
- |              |                   |     |
|--------------|-------------------|-----|
| Lynn Rhone   | Mirella Pazzaglia | SRO |
| Ruth Leavitt | Daniel Guenthner  |     |
| Lynne Licari | Bethany Straney   |     |

Note: The appointment of a Chemical Hygiene Officer is still to be determined.

Hygiene Off.  
TBD

Ayes All – Motion Carried 6:0

Mrs. Allen administered the Oath of Office to Scott Hongo as Board President.

Oath of Off.  
President

Mrs. Allen administered the Oath of Office to Theresa Prestigiacomio as Board Vice President.

Oath of Off.  
V. President

Motion by Mrs. Williams, second by Mrs. Prestigiacomio, to authorize District Treasurer, Sara Martyniuk, to sign checks and withdrawals.

Sign Checks/  
Withdrawals

Ayes All – Motion Carried 6:0

Motion by Mrs. Prestigiacomio, second by Mr. Maxwell, that the Board of Education meeting dates have been set for the third Tuesday of each month at 6:00 p.m. (unless otherwise announced) as approved at the June 18, 2019 board of education meeting.

BOE Mtg.  
Dates for  
2019-2020

Motion by Mrs. Williams, second by Mr. Schmid, that the Audit Committee meeting dates have been set to coincide with the regular board meeting dates as follows: September 17, 2019, October 15, 2019, February 11, 2020, and June 16, 2020.

Audit  
Committee  
Mtg. Dates

Motion by Mr. Schmid, second by Mrs. Williams, to establish the 2019 tax collection period as follows:

Tax Collect.  
Period

September 1 – September 30, 2019 -- No Penalty  
October 1 – November 1, 2019 -- With Penalty  
November 2 -- County Collects

Ayes All – Motion Carried 6:0

Motion by Mr. Schmid, second by Mr. Maxwell to authorize payment of \$0.58 per mile for use of private vehicles on school business based on the current IRS mileage rate. All mileage rate adjustments for 2019-2020 shall be based on the IRS mileage rate in effect.

Mileage  
Rates

Ayes All – Motion Carried 6:0

Motion by Mrs. Williams, second by Mrs. Huddleston, to establish petty cash funds as follows:

Petty  
Cash  
Funds

High School: Mrs. Sandra Allen - \$100.00  
Bus Garage: Mr. Joseph Stack - \$200.00

Ayes All – Motion Carried 6:0

Motion by Mrs. Prestigiacomio, second by Mrs. Williams, to authorize the posting of annual financial statements for year ending June 30, 2019.

Auth.Posting  
Annual Fin.  
Statements

Ayes All – Motion Carried 6:0

Motion by Mrs. Prestigiacomo, second by Mr. Maxwell, to authorize Lynn Rhone, Superintendent, to approve attendance at conferences.

Appr.  
Conferences

Ayes All – Motion Carried 6:0

Motion by Mrs. Prestigiacomo, second by Mrs. Huddleston, to authorize the use of facsimile signatures of Board President and Treasurer.

Authorize  
Facsimile  
Signatures

Ayes All – Motion Carried 6:0

Motion by Mrs. Prestigiacomo, second by Mrs. Huddleston, to authorize the Elementary and Secondary School Principals to suspend pupils according to established policies.

Authorize  
Principals to  
Suspend

Ayes All – Motion Carried 6:0

Motion by Mrs. Huddleston, second by Mrs. Williams, to authorize the Superintendent, in an emergency, to appoint employees on a temporary basis (with prior notification to the board members) with the understanding that the Board of Education will make the final determination at the next subsequent board of education meeting.

Authorize  
Supt. to hire  
employees  
temporarily

Ayes All – Motion Carried 6:0

Motion by Mr. Maxwell, second by Mr. Schmid, to authorize the providing of refreshments at Board of Education meetings.

Authorize  
Refresh at  
BOE Mtgs.

Ayes All – Motion Carried 6:0

Motion by Mr. Schmid, second by Mr. Maxwell, to approve the Board Policy Manual for 2019-2020 with revisions to be made throughout the year.

Bd. Policy  
Manual

Ayes All – Motion Carried 6:0

### **COMMENCEMENT NOTES**

Commence.  
Notes

Mrs. Rhone congratulated the Class of 2019 with 64 students graduated. The ceremony was very nice and over \$40,000.00 in awards were donated and presented to the students.

### **OLD BUSINESS**

Old  
Business

The board asked for an update on the following items:

- Kress Physical Therapy of Little Falls for athletic injury consultation
- Portable Dental Services
- Healthy Kids Extended Day Program
- School Website

### **NEW BUSINESS**

New Business

- a. Authorize Budget Transfers  
Motion by Mrs. Williams, second by Mrs. Prestigiacomo, to authorize the Superintendent to approve budget transfers during school year 2019-2020.

Supt. to  
Approve  
Budget  
Transfers

Ayes All – Motion Carried 6:0

- b. Approve Minutes  
Motion by Mr. Maxwell, second by Mr. Schmid, to approve the minutes of June 18, 2019 (regular meeting) as presented.

Approve  
Minutes  
6/18/19

Ayes All – Motion Carried 6:0

- c. Adopt Revised 2019-2020 District Calendar  
Motion by Mr. Maxwell, second by Mrs. Williams, to adopt the revised calendar as presented with the following changes:

Adopt  
Revised  
2019-2020  
District  
Calendar

March 13, 2020 – No School  
March 20, 2020 – ½ Day Parent/Teacher Conference

Ayes All – Motion Carried 6:0

- d. Approve Appointments  
Motion by Mr. Maxwell, second by Mrs. Williams, to approve the appointment of Daniel Zilkowski to the following position, *created at the June 18, 2019 BOE meeting, effective July 1, 2019*:

Appr.Appt.  
D. Zilkowski  
TOSA:  
Dean of  
Students/AD

Name: **Daniel Zilkowski**  
 Position: Teacher on Special Assignment as Dean of Students/  
 Athletic Director  
 Tenure Area: Elementary Education  
 Type: 11 Month  
 Effective Date: 7/1/19  
 Probationary Period: None – Currently tenured in Elementary Education  
 Certification: Permanent Certification PreK, K and Grades 1-6 – 9/1/1999  
 Salary: Step 25 DTA Salary Schedule - \$80,635.00  
 11<sup>th</sup> Month \$8,064.00  
 AD Stipend \$4,095.00  
 \$92,794.00

Note: The board will review this position at the November 2019 board meeting.

Review  
Position

Ayes All – Motion Carried 6:0

Motion by Mrs. Prestigiacomo, second by Mr. Maxwell, to approve the appointment of Derick Waters to the following position, replacing J. Calkins:

Appr.Appt.  
D. Waters  
Technology  
Teacher

Name: **Derick Waters**  
 Position: Technology Teacher  
 Tenure Area: Technology Education  
 Type: 10 Month  
 Effective Date: 9/1/19  
 Probationary Period: 3 Year (Prior Tenure)  
 Certification: Professional Certification Technology Education – 2/1/2014  
 Salary: Step 11 DTA Salary Schedule - \$55,498.00

Ayes All – Motion Carried 6:0

Motion by Mrs. Prestigiaco, second by Mrs. Huddleston, to approve the appointment of Zachary Coffin as a substitute clerical worker effective July 1, 2019. Mr. Coffin will be assisting the IT department for 5 weeks during the summer.

Appr. Appt.  
Z. Coffin  
Sub. Clerical

Ayes All – Motion Carried 6:0

**ADJOURNMENT**

Adjournment

Motion by Mr. Schmid, second by Mrs. Huddleston, to adjourn the meeting at 8:55 p.m.

Ayes All – Motion Carried 6:0

*Sandra L. Allen*

---

District Clerk