

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

**Approved 9-20-2022**

Tuesday, August 16, 2022

Regular Meeting

James A. Green School

**PRESENT:**  
J. Williams, V. President  
J. Schmid  
C. Williams  
C. Spofford  
J. Izzo  
T. Rutkowski

**ABSENT:**  
S. Hongo

**OTHERS PRESENT:**  
J. Gilfus  
C. Chrisman  
R. Leavitt  
M. Primeau (absent)

**PRESIDING OFFICER:**  
Jennifer Williams, V.P.

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

Call to Order

Vice President, Mrs. J. Williams asked everyone to rise and recite the Pledge of Allegiance.

Pledge to  
the Flag

**MINUTES**

Motion by Mr. Spofford, second by Ms. C. Williams, to approve the minutes of July 19, 2022 (regular meeting), as presented.

Approve  
Minutes  
7/19/2022

Ayes All – Motion Carried 6:0

**PUBLIC HEARING – District-Wide School Safety Plan for 2022-2023**

Mr. Gilfus reviewed the Safety Plan for the public as attached and asked for public comment concerning same. No comments were heard. As required, the District-Wide School Safety Plan for 2022-2023 was available on the district's website for public comment for 30 days beginning on August 5, 2022 and will be board approved at the September BOE meeting.

Public  
Hearing  
District-Wide  
School  
Safety  
Plan

**CORRESPONDENCE**

- a. Letter from the Town of Manheim regarding minimum maintenance roads.
- b. Thank you note from the Dolgeville-Manheim Public Library regarding summer reading program.

Correspond.

**FINANCIAL**

Motion by Ms. C. Williams, second by Mr. Spofford, to approve the following financial items:

Approve  
Financial

That General Fund Schedule #A-2 in the sum of \$111,029.32; General Fund Schedule #A-4 in the sum of \$139,223.14; General Fund Schedule #A-5 in the sum of \$92,813.52; General Fund Schedule #A-6 in the sum of \$9,531.96; General Fund Schedule #A-7 in the sum of \$115,865.93; General Fund Schedule #A-8 in the sum of \$162,617.59 and School Lunch Fund Schedule #C-2 in the sum of \$8,190.72 be approved and ordered paid pursuant to review of claims auditor, Jacqueline Hill.

Approve  
Payment of  
Warrants  
6/30/2022

Ayes All – Motion Carried 6:0

That General Fund Schedule #A-2 in the sum of \$111,029.32; General Fund Schedule #A-4 in the sum of \$139,223.14; General Fund Schedule #A-5 in the sum of \$92,813.52; General Fund Schedule #A-6 in the sum of \$9,531.96; General Fund Schedule #A-7 in the sum of \$115,865.93; General Fund Schedule #A-8 in the sum of \$162,617.59 and School Lunch Fund Schedule #C-2 in the sum of \$8,190.72 be approved and ordered paid pursuant to review of claims auditor, Jacqueline Hill.

Approve  
Payment of  
Warrants

Ayes All – Motion Carried 6:0

The July 2022 Treasurer's Report will be available at the August meeting. The July report is currently unreconciled pending final numbers from the audit. Treas. Rept.

Set Tax Levy for 2022-2023

Motion by Mr. Spofford, second by Ms. C. Williams, to adopt the following tax levy resolution: Approve  
Tax Levy  
Resolution

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, a tax levy of \$5,093,520. be approved for 2022-2023, representing a .007% increase over 2021-2022 as presented to the voters in May, 2022 as attached.

Ayes All – Motion Carried 6:0

## REPORTS Reports

Elementary School Report – Mrs. Chrisman – Attached Elem. Rept.

Mrs. Chrisman noted the following highlights:

- Enrolled 15 new students this week
- KinderKamp was great with two-thirds of the new kindergarteners participating
- Thank you to the Dolgeville-Manheim Public Library for the wonderful summer programs
- Thank you to the custodians for their work this summer in cleaning and re-arranging
- There will be no 3 year old PreK program this year as the slots have been filled with 4 year olds

High School Report – Mrs. Leavitt – Attached HS Rept.

Mrs. Leavitt noted the following highlights:

- Participated in the Summer Credit Recovery Program (Grade 9-12) – credit bearing online program
- Reviewed Regents Results
- Looking forward to the Open House on August 31st

CSE Director/Principal Report – Mrs. Primeau – Attached CSE Rept.

Dean of Students/Athletic Director Report – Mr. Zilkowski – Attached Dean/AD

Superintendent's Report – Mr. Gilfus Supt. Rept.

Mr. Gilfus thanked the Master Schedule Team for it efforts in completing the new master schedule. The district fire inspection conducted on August 9, 2022, went well, with only 2 minor citations noted the citations we corrected immediately and the information will be entered into the business portal by the end of the week. The district is working with the Village of Dolgeville and Joe Stack on the Greenway trail bridge to repair same as it is too dangerous to use for Cross Country. The village will also be contacting the Ridgerunners Snowmobile Club.

Buildings & Grounds Report – Mrs. Radley - Attached Build/Grounds

Mrs. Radley reported that Utica National Insurance did an inspection of the facilities and they are pleased with the safety protocols the district has in place.

Transportation Report – Mr. Stack – Attached Transport.

Food Service Report – Mr. Dupuis – Attached Food Serv.

Technology Report – Mr. Dy – Attached Technology

Revenue Analysis/Expenditure Analysis Reports for July, 2022 – Mrs. Radley – Attached Rev/Expend.

Motion by Ms. C. Williams, second by Mr. Schmid, to accept the above building reports as presented. Acpt  
Bldg.  
Reports

Ayes All – Motion Carried 6:0

**PRIVILEGE OF THE FLOOR**

Privilege of  
Floor

Mrs. Marie Huddleston, Mrs. Alicia Rice, Mr. Wayne Congdon and Mr. Joseph Stack were in attendance at the meeting.

**OLD BUSINESS**

Old Business

- a. Capital Project Update – Mr. Eric Tomosky (SEI Design Group)  
Mr. Tomosky updated the board members on the progress of the Capital Project approved by the public on March 1, 2022. He reviewed the History and Project Scope per the attached power point presentation.
- b. BOE Committees
- c. Revised BOE Meeting Calendar w/presentations and committee meetings  
Motion by Mr. Schmid, second by Ms. C. Williams, to approve the following BOE Committees and committee members for 2022-2023 as listed below and to adopt the revised 2022-2023 BOE meeting calendar with presentations and committee meetings as attached.

Capital

<b>AUDIT &amp; FINANCE</b> S. Hongo J. Schmid C. Williams J. Radley J. Gilfus Carine Madison – Community Rep. Adam Minor-Swartz – Community Rep.	<b>HEALTH &amp; SAFETY</b> C. Spofford C. Williams T. Rutkowski B. Risley J. Gilfus J. Radley
<b>BUILDING TEAM – ELEMENTARY</b> C. Williams	<b>BUILDING TEAM – HIGH SCHOOL</b> J. Williams
<b>INSTRUCTIONAL TECHNOLOGY</b> S. Hongo J. Izzo J. Williams	<b>POLICY MANUAL</b> J. Schmid J. Williams J. Gilfus
<b>DISTRICT CODE OF CONDUCT</b> J. Williams T. Rutkowski J. Gilfus	<b>ATHLETIC CODE OF CONDUCT</b> J. Williams T. Rutkowski J. Gilfus
<b>FACILITIES</b> J. Schmid S. Hongo J. Izzo W. Congdon J. Radley J. Gilfus	<b>BUILDING PROJECTS</b> S. Hongo C. Spofford J. Izzo W. Congdon J. Radley J. Gilfus
<b>TRANSPORTATION</b> C. Spofford J. Williams J. Stack J. Radley J. Gilfus	<b>FOOD SERVICE</b> J. Izzo A. Dupuis J. Radley J. Gilfus

- d. District Code of Conduct – 2<sup>nd</sup> Reading and Adoption
- e. Athletic Code of Conduct – 2<sup>nd</sup> Reading and Adoption

Adopt  
District  
C of C  
and  
Athletic  
C of C  
2022-2023

Motion by Mr. Schmid, second by Mr. Spofford, to adopt the 2022-2023 District Code of Conduct as presented and to adopt the 2022-2023 Athletic Code of Conduct as presented.

Ayes All – Motion Carried 6:0

**NEW BUSINESS**

New Business

- a. Create part time (.44 FTE) Family and Consumer Science position  
Motion by Mr. Spofford, second by Ms. Izzo, upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education does hereby create one part-time (.44 FTE) Family and Consumer Science position in the Home Economics tenure area for the 2022-2023 School year, effective August 31, 2022.

Create  
PT  
(.44 FTE)  
F & CS  
Position  
2022-23

Ayes All – Motion Carried 6:0

- b. Create Extraclassroom Activity Fund Accounts for Outdoor Club & GSA Club  
Motion by Ms. C. Williams, second by Mr. Spofford, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the creation of the following two extraclassroom activity fund accounts: Outdoor Club and the GSA Club (Gay Straight Alliance).

Create  
Extraclass.  
Accts.

No vote taken on motion  
Motion not carried

- Create Extraclassroom Activity Fund Account for Outdoor Club  
Motion by Ms. C. Williams, second by Mr. Schmid, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the creation of the following extraclassroom Activity fund account: Outdoor Club.

Create  
Extraclass  
Acct.  
Outdoor  
Club

Ayes All – Motion Carried 6:0

- Create Extraclassroom Activity Fund Account for GSA Club (Gay Straight Alliance)  
Motion by Ms. Izzo, second by Ms. C. Williams, upon the recommendation of the Superintendent of Schools, the Board of Education does hereby approve the creation of the following extraclassroom Activity fund account: GSA Club (Gay Straight Alliance).

Create  
Extraclass  
Acct.  
GSA Club

Vote: J. Izzo – Aye                      T. Rutkowski – Nay  
C. Williams – Aye  
J. Schmid – Aye  
C. Spofford – Aye  
J. Williams – Aye

Motion Carried.

- c. Diversity Equity Inclusion (DEI) Consultant Agreement  
Motion by Mr. Schmid, second by Ms. C. Williams, to approve the Agreement between the Dolgeville Central School District and Eva L. Jones Ed.D of S & E Jones Consulting LLC as attached for DEI consulting services for the period September 1, 2022 through January 31, 2023.

DEI  
Consultant  
Agreement

Ayes All – Motion Carried 6:0

- d. Adopt 2022-2023 SCEP and DCIP  
Motion by Ms. Izzo, second by Mr. Schmid, to adopt the 2022-2023 School Comprehensive Education Plan as attached and to adopt the 2022-2023 District Comprehensive Improvement Plan as attached.
- Adopt  
SCEP &  
DCIP
- Ayes All – Motion Carried 6:0
- e. APPR Certification of Lead Evaluators for 2022-2023 school year  
Motion by Mr. Spofford, second by Ms. C. Williams, to adopt the following resolution:  
Be It Resolved that the Board of Education does hereby certify that the following individuals have successfully met the requirements prescribed by the NYS Board of Regents as qualified lead evaluators: Joseph Gilfus and Ruth Leavitt, for the purpose of conducting evaluation of teachers and administrators in accordance with the requirements of Section 3012d of the NYS Education Law.
- Certify  
Lead  
Evaluators
- Ayes All – Motion Carried 6:0
- f. Set School Adult Meal Prices for 2022-2023  
Motion by Mr. Spofford, second by Ms. C. Williams, to set the following adult meal prices for school year 2022-2023: Adult Breakfast - \$2.78 plus tax and Adult Lunch - \$4.92 plus tax, effective September 1, 2022.
- Set Meal  
Prices for  
2022-2023
- Ayes All – Motion Carried 6:0
- g. Approve Section III Combining Sports Contract  
Motion by Mr. Spofford, second by Mrs. Rutkowski, to authorize combining the DCS Modified Boys' Soccer Program with the Little Falls Modified Boys' Soccer Program for school year 2022-2023, with Little Falls designated as the host district.
- Combine  
DCS &  
L. Falls
- Ayes All – Motion Carried 6:0
- h. Equipment Disposal – IT  
Motion by Mr. Spofford, second by Ms. C. Williams, to declare the attached lists of IT equipment and hardware as excess and to be disposed of at the discretion of the district as attached.
- Equipment  
Disposal  
IT
- Ayes All – Motion Carried 6:0
- i. Accept Donation  
Motion by Ms. C. Williams, second by Mr. Spofford, to accept the following donation to the district made by Gehring Tricot Corporation (George Gehring, Owner): Providing for the refurbishing of Gym #1 floor and Gym #2 floor in the total amount of \$7,670.00.
- Accept  
Donation  
Gehring  
Tricot  
Gym  
Floors
- Ayes All – Motion Carried 6:0
- j. Adopt Superintendent Evaluation Document  
Motion by Ms. C. Williams, second by Mr. Schmid, to adopt the Superintendent Evaluation Document as attached to be used for the 2022-2023 school year.
- Adopt  
Supt. Eval.  
Document
- Ayes All – Motion Carried 6:0
- k. Equipment Disposal – Building & Grounds  
Motion by Mr. Spofford, second by Mr. Schmid, to declare the attached lists of furniture and equipment as excess and to be disposed of at the discretion of the district as attached.
- Equipment  
Disposal  
Bldg. &  
Grounds
- Ayes All – Motion Carried 6:0

**INFORMATION ONLY**Information  
Only

- a. NYSSBA Conference in Syracuse, NY – October 27-29, 2022
- b. BOE Member Directory distributed
- c. Increase in Funds held at Metropolitan Commercial Bank

**BOARD FORUM**

Board Forum

The board members offered the following comments during Board Forum:

- Thank you to Mrs. Rice and Mrs. Huddleston for attending and for the candy!
- Glad to see that over 800 people attended the 5 summer reading programs!
- Glad to see that the new schedule is coming together
- Appreciate the hard work that everyone has done to get school ready to open
- Thank you to the administration, good luck to the students
- A huge “thank you” to Mr. Gehring for his generous donations to the school

**EXECUTIVE SESSION**Enter  
Executive  
Session

Motion by Mr. Schmid, second by Ms. C. Williams, to enter executive session at 7:28 p.m. to discuss items related to the medical, financial, credit or employment history of a particular person(s) or matters leading to the appointment, employment, promotion, demotion, discipline suspension, dismissal or removal of a particular person(s); and to discuss contract negotiations and ongoing litigations.

Ayes All – Motion Carried 6:0

Motion by Ms. C. Williams, second by Mr. Spofford, to return to regular session at 8:30 p.m.

Return to  
Regular  
Session

Ayes All - Motion Carried 6:0

**CSE/CPSE MINUTES AND RECOMMENDATIONS**CSE/CPSE  
Min. & Rec.  
7/14/22 -  
8/11/22

Motion by Mr. Spofford, second by Mr. Schmid, to approve the CSE/CPSE Minutes and Recommendations covering the period 7/14/2022 through 8/11/2022 as attached.

Ayes All – Motion Carried 6:0

**PERSONNEL**Personnel  
Actions

Motion by Mr. Spofford, second by Mrs. C. Williams, upon the recommendation of the Superintendent of Schools, to accept and approve the following resignations/leaves:

Resignations  
Leaves

To accept the resignation of Taylor Hughes as Science Teacher, effective August 10, 2022.

Acpt.Resign  
T. Hughes

To accept the resignation of Jennifer Sullivan as English Teacher, effective August 30, 2022

Acpt.Resign  
J. Sullivan

To accept the resignation of Lachlan McIntosh as Special Education Teacher, effective August 17, 2022.

Acpt.Resign  
L.McIntosh

To grant to Anne Jasewicz, Art Teacher, two (2) days of unpaid leave on Monday, November 21, 2022, and on Tuesday, November 22, 2022.

Unpd. Leave  
A. Jasewicz

To accept the resignation of John Campagna as Boys' JV Basketball Coach for 2022-2023 effective August 17, 2022.

Acpt.Resign  
J. Campagna

Ayes All – Motion Carried 6:0

Motion by Mr. Spofford, second by Mrs. Rutkowski, upon the recommendation of the Superintendent of Schools, to approve the following appointments: Appointment

To approve the appointment of **Kathy Winkler** to a one-year term of appointment as a part-time (.44 FTE) Family and Consumer Sciences Teacher for the term from August 31, 2022 through June 30, 2023, unless sooner terminated by the Board of Education. Kathy Winkler shall receive a salary of \$33,000.00 for the term of this appointment. Appr.Appt.  
K. Winkler  
PT F&CS  
Teacher

To approve the probationary appointment of Dana Claus Kubat to the following position, replacing J. Mitchell. Appr.Appt.  
D. Claus  
Kubat

Name:.....**Dana Claus Kubat**  
Position:.....Elementary Teacher – Grade 5  
Tenure Area:.....Elementary  
Type: .....10 Month  
Effective Date:.....8/31/2022  
Probationary Period: .....4 Year ending 8/31/2026  
Certification:.....Initial Certificate – Childhood Education (Grades 1-6) – 3/13/2021-8/31/2026  
Salary:.....Step 3 DTA Salary Schedule - \$45,927.00

To approve the probationary appointment of Kody Bleam to the following position, replacing K. Dowdall. Appr.Appt.  
K. Bleam

Name:.....**Kody Bleam**  
Position:.....Mathematics Teacher  
Tenure Area:.....Mathematics  
Type: .....10 Month  
Effective Date:.....8/31/2022  
Probationary Period: .....4 Year ending 8/31/2026  
Certification:.....Initial Certificate – Mathematics 7-12 – 9/13/2019-8/31/2024  
Salary:.....Step 11 DTA Salary Schedule - \$56,987.00

To approve the probationary appointment of Erin Vedder to the following position, replacing J. Sullivan. Appr.Appt.  
E. Vedder

Name:.....**Erin Vedder**  
Position:.....English Teacher – Grade 7  
Tenure Area:.....English  
Type: .....10 Month  
Effective Date:.....8/31/2022  
Probationary Period: .....3 Year ending 8/31/2025  
Certification:.....Permanent Certificate – English 7-12 – 9/1/2007  
Salary:.....Step 22 DTA Salary Schedule - \$72,152.00

To approve the probationary appointment of Wayne Hartman to the following position, replacing L. McIntosh. Appr.Appt.  
W. Hartman

Name:.....**Wayne Hartman**  
Position:.....Special Education Teacher – Grades 3, 4  
Tenure Area:.....Special Education  
Type: .....10 Month  
Effective Date:.....8/31/2022  
Probationary Period: .....4 Year ending 8/31/2026  
Certification:.....Initial Certificate – Students with Disabilities (Grades 1-6) 7/23/2020 – 8/31/2025  
Salary:.....Step 6 DTA Salary Schedule - \$49,756.00







**FUTURE MEETINGS**

Regular Meeting – Tuesday, September 20, 2022  
Regular Meeting – Tuesday October 18, 2022  
Regular Meeting – Tuesday, November 15, 2022

Future  
Meetings

**ADJOURNMENT**

Motion by Mr. Schmid, second by Ms. Izzo, to adjourn at 8:32 p.m.

Adjournment

Ayes All – Motion Carried 6:0

*Sandra L. Allen*

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District Clerk