

BOARD OF EDUCATION  
SPECIAL MEETING

SEPTEMBER 13, 2016  
7:00 P.M. – LGI ROOM

- I. Call to Order
- II. Agenda Additions
- III. Consent Agenda
  - a. Approval of Agenda for This Meeting
- IV. Public Forum
  - a. Review of Public Forum Expectations
- V. Reports
  - a. Superintendent – Information Items
    - 1. District Superintendent Discussion, Process, and Procedure
  - b. Superintendent – Approval Items
    - 1. Approval of use of Mr. Dewey’s vacation days
    - 2. Approval of Larry Nichols’ Employment Contract
    - 3. Approval of Transportation to New Life Christian School for one student for the 2016-17 school year
    - 4. Approval of Non Resident Students
      - a. Student entering 9<sup>th</sup> grade
      - b. Student entering 6<sup>th</sup> grade
- VI. New Business
  - a. Personnel
    - 1. Resignations
      - a. Perry Dewey III – Superintendent effective 9/30/16
      - b. Kelley Sanzone – Elementary Education Teacher effective 9/2/16
      - c. Jennifer Diana – Teacher’s Assistant effective 8/31/16

2. Appointments
  - a. Cindy Snyder – Deputy Tax Collector for 2016
  - b. Michelle Nolan – Long Term Substitute Teacher for Elementary Education at M4, Step 11, at \$50,792 per year effective 9/6/16
  - c. Steve Szatko – Interim Superintendent effective 10/1/16
  - d. Approval of Contract for Steve Szatko as provided
3. Clarifications in Appointments
  - a. FFA Advisor – Paul Perry – effective 9/1/16
4. Advisor Appointments
  - a. Colgate Tutor – Jon Silkowski
  - b. Mathletics – Jessica Planck
  - c. Detention Monitor – Jessica Planck
  - d. FFA Advisor – Julia Hudyncia – 7/1/16 – 8/31/16
  - e. Tech Club – TBA

VII. Adjournment



**Madison Central School  
District  
Core Values**

- ◆ **Order and Discipline**
- ◆ **High Expectations for Student Achievement**
- ◆ **Honesty and Integrity**
- ◆ **Compassion and Understanding**
- ◆ **Seriousness of Purpose**

**Communication Chain of Command**

- ◆ School Board
- ◆ Superintendent
- ◆ Principals
- ◆ Athletic Director and Head Bus Driver
- ◆ Teachers, Staff, and Coaches

The board of education acts as one body and not as individuals. Only the board as a whole has authority. Parents and community members are asked to follow the chain of command from the bottom to the top to resolve school related issues. We are here to serve the public and meet the needs of the learning community with a focus on our students and their growth.

If you have concerns you are free to write or email the Board of Education at:

BoardofEducation@[madisoncentralny.org](mailto:madisoncentralny.org)

or

Contact Linda Wood, Secretary to the Superintendent at 893-1878, ext. 201 or by email at [lwood@madisoncentralny.org](mailto:lwood@madisoncentralny.org)



**The mission of Madison Central School's students, staff, faculty, administration, and the board of education, in cooperation with the community, is to provide a safe, healthy environment, commit to a high level of academic achievement, develop leadership and good citizenship, and promote a positive attitude toward success in life and life-long learning.**



***Madison Central  
School District***

***2016-17  
Board of  
Education***



**Madison Central School  
District**

7303 State Route 20  
Madison, NY 13402  
Telephone: (315) 893-1878  
Fax: (315) 893-7111  
[www.madisoncentralny.org](http://www.madisoncentralny.org)

**The Board of Education is committed to providing quality educational opportunities within the fiscal realities of the community. The strategic plans are key to decision-making throughout the district in areas such as curriculum development, professional development, program revisions and course offerings.**

**2016-17 Board Members**

	<u>Term</u>
<b>Steve Yancey, President</b> Telephone: 315-527-0744	2013-2017
<b>Jona Snyder, Vice President</b> Telephone: 315-750-8720	2016-2020
<b>Tobias Abrams</b> Telephone: 315-750-8157	2016-2020
<b>Mary Bartlett-Linden</b> Telephone: 315-982-8253	2014-2018
<b>Beverly Biedermann</b> Telephone: 315-269-4878	2015-2019
<b>Stephanie Tanner</b> Telephone: 315-520-5701	2016-2020
<b>Laurie Zbock</b> Telephone: 315-750-0737	2016-2017

**2016-2017 Board of Education Meetings**

Board of Education Meetings will be held on the dates listed below. Meetings will begin at 7:00 pm unless otherwise noted. Board of Education Meetings will be held in the Library unless otherwise noted.

<u>July</u> 6th (Reorg. Mtg) 6th (Reg. Mtg)	<u>January</u> 23rd (R)
<u>August</u> 15th (R)	<u>February</u> 13th (R)
<u>September</u> 19th (R)	<u>March</u> 6th (BW) 20th (R)
<u>October</u> 17th (R)	<u>April</u> 3rd (BW) 25th (R & BOCES Vote)
<u>November</u> 21st (R)	<u>May</u> 8th(Budget Hearing) 16th (Budget Vote) 17th (R)
<u>December</u> 19th (R)	<u>June</u> 5th (W) 19th (R)

**Annual Meeting and School Budget Vote  
Tuesday, May 16, 2017  
12 Noon — 8:00 p.m.—Main Foyer**

(R) - Regular Mtg.      (W) - Workshop Mtg.  
(BW) - Budget Workshop

There are two designated times at each meeting for Public Forum to address the Board of Education on any issue.

Public Forum Information / Guidelines

1. Please place your name, address, and email or phone number on the sign-up sheet.
2. Public forum is a time for the public to make statements, comments, or suggestions to the Board. We respectfully remind you that this is the appropriate time for public interaction at the BOE meeting. Comments at other times during the BOE meeting will not be heard. If you wish to ask questions to the BOE they must be requested in writing at least one week prior to the meeting and given to the district clerk or Board of Education. The following email addresses should be used:  
[tlewis@madisoncentralny.org](mailto:tlewis@madisoncentralny.org) or  
[BoardofEducation@madisoncentralny.org](mailto:BoardofEducation@madisoncentralny.org)
3. The Board will listen to your words and bear them in mind, but generally not respond during public forum or the board meeting. Many matters can be handled by following the chain of command and first speaking with the appropriate person without bringing the matter to the board meeting. If you don't know who it would be you may contact the district office to help you through the process and identify the appropriate person.
3. By district policy, public forum is not the place to make derogatory comments about specific persons. Such comments can be made privately to the superintendent or board president who can follow up appropriately.
4. If you have concerns but would prefer not to speak during public forum, you are free to write or email the board and your issue will be addressed. Again, all questions must be requested in writing at least one week prior to the meeting and given to the district clerk or Board of Education for an answer. The following email addresses should be used:  
[tlewis@madisoncentralny.org](mailto:tlewis@madisoncentralny.org) or  
[BoardofEducation@madisoncentralny.org](mailto:BoardofEducation@madisoncentralny.org)
5. We respectfully ask public forum speakers to limit themselves to fewer than five minutes. Please be brief. There will be an opportunity for public forum at the beginning and the end of each meeting.

## Current Board of Education Members

Jona Snyder, President  
Stephanie Clark-Tanner, Vice President  
Mary Bartlett-Linden  
Beverly Biedermann  
James Mitchell  
Steven Yancey

## Administration

**Perry T. Dewey, III**  
Superintendent of Schools  
**Larry Nichols**  
Principal  
**Brian Latella**  
Principal

## Copies of the Budget

Copies of the entire school budget are available in the district office for anyone who would like to review it.



7303 State Route 20  
Madison, New York 13402  
Main Office: (315) 893-1878  
[www.madisoncentralny.org](http://www.madisoncentralny.org)

## SCHOOL BUDGET VOTE



Tuesday, May 17, 2016

12:00 p.m.—8:00 p.m.

Main Foyer

The proposed budget is a 3.20% increase from the current budget. Estimated tax levy increase is 2.02%. Information to calculate property tax rates is not available until August.

## Voter Qualifications

A voter must be:

- ◆ A citizen of the United States.
- ◆ At least 18 years of age.
- ◆ A resident of the school district for at least 30 days prior to the vote.

You do not have to be a property owner in the district, but you do have to reside in the district. You may be required to show proof of residency and/or age before being allowed to vote.

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## MADISON CENTRAL SCHOOL DISTRICT



## 2016-2017 School Budget Brochure

## BUDGET HEARING

Monday, May 9, 2016

6:30 p.m.

## ANNUAL VOTE

Tuesday, May 17, 2016

12:00 p.m.—8:00 p.m.

Main Foyer

**Election of Board Members:** Voters will elect (4) four persons to fill vacant seats on the Board of Education. One (1) vacancy was created by resignation, which will be filled for the remainder of the term commencing with the announcement of election results and terminating on July 1, 2017; and three (3) vacancies will be filled for complete four year terms commencing July 1, 2016 and expiring on June 30, 2020. The seat with the longest term will be filled with the candidate receiving the highest number of votes, with each seat filled in decreasing order by the candidate having the next highest number of votes until the seats are all filled. The names of the candidates for the Board seats, as determined by a random drawing, will appear on the ballot as follows:

- Tobias E. Abrams
- Stephanie Clark—Tanner
- Jona Snyder
- Bill Langbein
- Laurie Zbock

### Propositions As They Appear on the Ballot

#### Proposition No. 1

##### 2016-2017 Spending Plan

Shall the following resolution be adopted:

RESOLVED: That the Madison Central School District, as recommended by the Board of Education, adopt a spending plan for the 2016-2017 school year in the amount of \$9,922,653 and to levy the necessary tax therefor? The proposed \$9,922,653 represents a spending increase of 3.20% over last year. The budget equates to an estimated increase of 2.02% on the tax levy before any changes in assessed property values are determined.

#### Proposition No. 2

##### Transportation Purchase

Shall the proposition set forth in the legal notice of this meeting authorizing expending up to \$220,336.30 for the purchase of two (2) new 65 passenger buses and to levy taxes to be collected in annual installments, with obligations for the District to be issued in anticipation thereof.

### Proposed Revenues

<u>Description</u>	<u>2016-2017 Budget</u>
Property Taxes & STAR	3,132,097
Other Tax Revenues	357,682
State Aid	6,057,874
Interfund—Debt Service	225,000
<b>TOTAL REVENUES</b>	<b>\$9,772,653</b>
Designated Fund Balance	150,000
<b>TOTAL BUDGET</b>	<b>\$9,922,653</b>

### Proposed Expenditures

<u>Description</u>	<u>2016-2017 Budget</u>
Board of Education	7,919
Central Administration	160,861
Finance	173,143
Staff	40,860
Central Services	563,515
Special Items	123,667
Administration & Curriculum	234,966
Teaching—Regular Education	2,112,942
Special Programs	1,130,493
Occupational Education	315,026
Teaching—Special Schools	183,991
Instructional Media	156,584
Pupil Services	299,217
Transportation	447,002
Employee Benefits	2,929,424
Debt Service	1,043,043
<b>TOTAL EXPENDITURE</b>	<b>\$ 9,922,653</b>



### **ABSENTEE BALLOTS WILL BE AVAILABLE FOR THE MAY 17, 2016, VOTE ON THE BUDGET, BUS PURCHASES, AND BOARD OF EDUCATION MEMBERS**

If you are eligible to use an Absentee Ballot because of physical disability or legitimate absence from the District (business purposes, vacation, or studies) you may obtain an Absentee Ballot application by contacting Linda Wood, Madison Central School, 7303 State Route 20, Madison, NY 13402, phone number (315) 893-1878 ext. 201. Applications will be available between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday.

Applications must be received at least seven days before the date of the aforesaid annual district meeting (May 9th) if the ballot is to be mailed, or the day before the election (May 16th) if the ballot is hand delivered personally.

Absentee ballots must be received in the office of the District Clerk no later than 4:00 p.m. prevailing time, or Tuesday, May 17, 2016.

# MADISON CENTRAL SCHOOL DISTRICT

## School Board Operating Protocols

In the interest of effective governance and for the purpose of enhancing teamwork among members of the board and between the board and administration, we, the members of the Madison Central School Board, do hereby publicly commit ourselves collectively and individually to the following operating protocol:

1. **Mission comes first.** Advancing academic achievement and youth development for all students in the district. The board's work will reflect that highest priority.
2. **Clearly State Goals.** The board will set clear goals for themselves and the superintendent. The board and superintendent will set clear goals for the Madison Central School District. Such goals will cohere with the mission and strategic plans of the district.
3. **Practice the governance role.** The board will emphasize planning, policy-making, and communication rather than becoming involved in the management of the school. Toward that end, we will
  - 3.1. **Utilize CEO input.** The superintendent is the chief executive officer and should make recommendations, proposals or suggestions on most matters that come before the board
  - 3.2. **Act only as a body.** Individual board members do not have authority. Only the board as a whole has authority. We agree that an individual board member will not take unilateral action. The board president serves as the official spokesperson for the board and will communicate the position(s) of the board on controversial issues. When board members serve on various school committees their role shall be defined by the board as silent observer or active participant.
  - 3.3. **Monitor interactions with staff:** Except when functioning in ordinary roles as a parent or district resident, we will refrain from visiting schools or engaging in substantive contact with staff unless authorized by the board to do so. (*Appeal of Silanno, Matter of Bruno*).
  - 3.4. **Request information or action judiciously:** To avoid overstepping our authority or disrupting staff productivity, we will request information or action from staff through the superintendent and from the superintendent through the board president. ("Copy" the superintendent or BOE president for simple requests, but work through the superintendent or board president for others.) We agree that the more complicated or time consuming a request appears to be, the more that request should be scrutinized for its coherence with stated district or board priorities.
  - 3.5. **Follow the chain of command.** The last stop, not the first, will be the board. We agree to follow the chain of command and insist that others do so. While the board is eager to listen to its constituents and staff, we will refer constituents and staff to the person who can properly and expeditiously address the issue. The board will not be a ball carrier for others – but rather, will encourage others to present their own points, problems or proposals when discussing issues. All personnel complaints and criticisms as well as compliments received by the board or its individual members will be directed to the superintendent.



4. **Model the way:** The board will conduct its meetings with the same decorum we expect of staff, and we will follow the consensus better practices of effective school boards. Toward those ends we will
  - 4.1. **Debate the issues, not one another.** Conduct at a board meeting is very important. We agree to avoid words, actions, and expressions that create a negative impression on an individual, the board or the district. While we encourage debate and differing points of view, we will do it with care and respect to avoid an escalation of negative impressions or incidents.
  - 4.2. **Not spring surprises on other board members or the superintendent.** Surprises to the board or the superintendent will be the exception, not the rule. There should be no surprises at a board meeting. We agree to ask the board president or the superintendent to place an item on the agenda instead of bringing it up unexpectedly at the meeting.
  - 4.3. **Avoid marathon board meetings.** To be efficient and effective, long board meetings must be avoided. Points are to be made in as few words as possible; speeches at board meetings will be minimal. If a board member believes s/he doesn't have enough information or has questions, either the superintendent or board chair is to be called before the meeting.
  - 4.4. **Practice efficient decision-making.** Board meetings are for decision-making, action and votes, not endless discussion. We agree to move to the question when discussion is repetitive.
  - 4.5. **Speak to agenda issues.** The board will not play to the audience. We agree to speak to the issues on the agenda and attend to our fellow board members. Facts and information needed from the administration will be referred to the superintendent, not to individual members of the leadership team.
  - 4.6. **Executive/closed sessions will be held only for appropriate subjects.** Board members will be extremely sensitive to the legal ramifications of their meetings and comments.
  - 4.7. **Annually conduct a self-assessment/evaluation.** The board will address its behavior by yearly self-evaluation and by addressing itself to any individual problems, such as poor meeting attendance or leaks of confidential information

Adapted from model provided by the Washington State School Districts' Association

Approved and adopted by MCS June 19, 2012

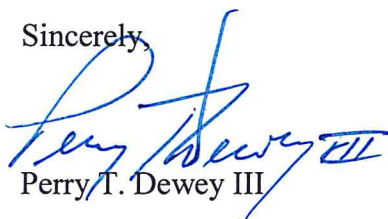
September 6, 2016

To the Madison Central Board of Education,

Please accept this as my letter of resignation from the Superintendency of Madison Central School effective September 30, 2016. As you know I have accepted and been appointed to the position of District Superintendent of the Delaware-Chenango-Madison-Otsego Board of Cooperative Education which commences on October 3, 2016.

I have been honored to have worked for the Madison Central School District. I would like to thank the Madison students, staff, Board of Education, and community for your support during my tenure as Superintendent. We have done great things together. I am very humbled and honored to have been able to have walked this path with you. I wish everyone continued success in the future.

Sincerely,



Perry T. Dewey III

September 2, 2016

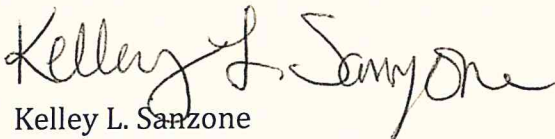
Dear Mr. Dewey

As we have discussed, I have been offered a position in another school district. Please accept this letter as my formal resignation as a pre-k teacher at Madison Central School District, effective on September 2, 2016.

I appreciate your willingness to cooperate in ensuring a smooth transition for both the Pre-k students at Madison and the new students I will be teaching. I am more than happy to be of any assistance as the new teacher begins at Madison.

I would like to take this opportunity to thank you for the knowledge and experience I have gained by working here. I am extremely grateful for the time I have spent in Madison and the student and family relationships I've built. It's been a pleasure working for you.

Sincerely,

Handwritten signature of Kelley L. Sanzone in cursive script.

Kelley L. Sanzone

August 31<sup>st</sup> 2016

To whom it may concern,

This letter serves to notify the board of my resignation as of August 31<sup>st</sup> 2016. First I would like to thank you for the opportunities as I have learned a great deal while working in Madison. The teachers work very hard and break down many walls that stand between them and giving their students what they need. The students themselves are incredibly gifted individuals that deserve the world and then some. While at Madison I went above and beyond my job description to uphold the core values Madison claims to portray; order and discipline, high expectations for student achievement, *honesty and integrity*, compassion and understanding, and seriousness of purpose. I was devastated to find that these values are regularly trampled on by those who seek to push their own agendas no matter who they have to step on in the process. I hope someday the true purpose again shines through at Madison; the students. Thus I have accepted a job teaching within my certification area at a district that truly fulfills the ideal that success is not a matter of chance, but of choice. I believe my talents will be better served there.

Respectfully,

A handwritten signature in black ink, appearing to read "Jennifer C. Diana". The signature is fluid and cursive, with a long horizontal line extending to the right.

Jennifer C. Diana