



THE ENLARGED CITY SCHOOL DISTRICT OF TROY, NY

BOARD OF EDUCATION

Date of Meeting: July 18, 2012
Type of Meeting: **WORKSHOP**
Location: School 1

MINUTES

I. MEETING CALLED TO ORDER

At 5:55 pm Mrs. Wager-Rounds, President, called the special meeting to order.

II. ROLL CALL

Members Present: Mrs. Anne Wager-Rounds, President
Ms. Ilene Clinton
Ms. Elizabeth Denio
Mr. Tom Mayo
Mr. Jason Schofield
Mr. Michael Tuttmann
Mrs. Martha Walsh

Members Absent: Mr. Bill Strang, Vice President
Mrs. Carol Harvin

Also Present: Dr. Brian Howard, Interim Superintendent
Mr. John Carmello, Assistant Superintendent
of Curriculum and Instruction
Ms. Mary O'Neill, Assistant Superintendent for Business
Ms. Kathy Culligan, Director of Human Resources
Ms. Kathy Ahearn, School Attorney

III. EXECUTIVE SESSION

At 5:55 pm Mrs. Wager-Rounds made a motion to move to Executive Session to discuss pending litigation. The motion was seconded by Mr. Mayo and carried 7-0. Also invited in were Dr. Howard, Mr. Carmello, Ms. O'Neill, Ms. Culligan and Ms. Ahearn.

IV. PUBLIC SESSION

At 6:15 pm the public session was called to order with the Pledge of Allegiance.

V. ANNOUNCEMENTS

Mrs. Wager-Rounds stated that 2009 THS graduate Kathy Crone was featured in The Record regarding her accomplishments at Hamilton College. Mrs. Wager-Rounds would like to share more good news about our graduates at future meetings.

VI. PUBLIC COMMENTS

No public comment was made.

VII. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

A. Staff Matters - Unclassified (Reviewed by J. Carmello)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, NY, hereby accepts the recommendation of the Superintendent to approve the following unclassified personnel actions:

Mrs. Wager-Rounds made a motion to approve Items 1 through 9 as a Consent Agenda.
Second: Mr. Mayo
Discussion: Mrs. Wager-Rounds congratulated Mr. Architzel on his retirement.
Carried: 7-0

1. Unclassified Employee - Change title effective 7/1/12:

Coordinator of PE, Athletics, Health & Safety to Director of PE, Athletics, Health & Safety

2. Unclassified Employee - Retirement

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a. Milton Architzel	Science	100%	DMS	7/9/12

3. Unclassified Employee - Probationary Appointments

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>PROB APPT START DATE</u>	<u>PROB APPT END DATE</u>	<u>CERT STATUS</u>	<u>SALARY RATE</u>
a. Ronald Smith	Asst Principal (Middle School)	100%	DMS	12/1/12	11/30/15	SBL	\$96,184 (Step 4)

4. Unclassified Employee - Temporary Appointments

<u>NAME</u>	<u>POSITION TITLE</u>	<u>ASSIGN</u>	<u>EFFECTIVE DATES</u>	<u>CERT STATUS</u>	<u>SALARY RATE</u>
a. Frances Hyde	Teacher Mentor Facilitator	District	7/19/12 - 6/30/13	Elem N-6, Permanent	\$9,500 (stipend)
b. Jamie Gargano	District Interpreter (Spanish)	District	7/19/12 - 6/30/13	Spanish, Initial	\$30.00 / hour (up to \$4,000 max)
c. Charles Seagle	District Interpreter (Spanish)	District	7/19/12 - 6/30/13	ESOL, Initial	\$30.00 / hour (up to \$4,000 max)

5. Unclassified Employees - 2012 Secondary Summer School (7/2/12 - 8/17/12)

<u>NAME</u>	<u>POSITION TITLE</u>	<u>SALARY RATE</u>
a. Cole Bender	Teacher Substitute	\$67.00 / day
b. Heather Hochberg	Teacher Substitute	\$67.00 / day
c. Ann Miller	Teacher Substitute	\$67.00 / day

6. Unclassified Employees - 2012 Elementary Special Education Support Services (7/2/12 - 8/17/12)

<u>NAME</u>	<u>TENURE AREA</u>	<u>SALARY RATE</u>	<u>MAX HOURS</u>
a. Pamela Colozza	Speech, Hearing Impaired	\$55.94 / hour (amend max hours BOE Agenda 6/6/12, page 5)	10 hours per week

7. Unclassified Employees - 2012 School Psychologists Summer Work

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>SALARY RATE</u>	<u>MAX DAYS</u>
a. Holly Toteno	CSE Chairperson	\$258.38 / day (amend max days BOE Agenda 6/20/12, page 3)	9 days

8. Unclassified Employees - 2012 Summer Professional Development

a. School 18 for 10 hours each @ \$31.00 per hour (General Fund)

REMOVE	Mary Abbott	ADD	Sara Dube	(amend staff BOE Agenda 6/20/12, page 3, 10.c)
	Michele Rose		Shannon Haegele	
	Jane Wells		Genevieve Stinson	

b. School 2 for 10.5 hours each @ \$31.00 per hour (School Improvement Grant)

REMOVE	Megan Collins	ADD	Diane Allen	(amend staff BOE Agenda 6/20/12, page 4, 10.e)
	Elizabeth Dowd		Jamie Bowen	
	John Hickey		MaryFrancis Jaromin	
	Sherry Massaro		Nancy LaMarca	
	Sarah O'Hearn		Jessica Maloney	

c. Elementary ELA for 12 hours each @ \$31.00 per hour (Title I)

	Kristen Philpotts	(add staff BOE Agenda 6/20/12, page 4, 10.f)
--	-------------------	--

d. Elementary Math for hours listed @ \$31.00 per hour (Title I)

	Patricia Loughman	(add staff BOE Agenda 6/20/12, page 4, 10.h)
--	-------------------	--

e. Professional Development for hours listed @ \$31.00 per hour (Title I)

Dana Cadman	42 hours	(add staff and change hours BOE Agenda 6/20/12, page 6, 12.a)
Seth Cohen	30 hours	
Nicole Desrosiers	30 hours	
Rhonda Hermance	30 hours	
Barbara Martenis	42 hours	
Mark Walsh	24 hours	
Elizabeth Willson	30 hours	

f. Professional Development for 2 hours each @ \$31.00 per hour (Title III LEP)

Gary Bloomingdale	Diane Hull
Jamie Bowen	Charles Seagle

g. CHS RNR Book Club for 5 days @ \$500.00 each (SINI Grant)

Kathleen Balint	Charles Walker
Susan Himes	Tenika Wilcox

9. Unclassified Employees - 2012-13 Substitutes

<u>ADMINISTRATORS (\$400.00 / day)</u>	<u>HOME TUTOR (\$31.00 / hour)</u>
Ronald Smith	Jarred Collins

B. Staff Matters - Classified (Reviewed by K. Culligan)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, NY, hereby accepts the recommendation of the Superintendent to approve the following classified personnel actions:

Mrs. Wager-Rounds made a motion to approve Items 1 through 3 as a Consent Agenda.

Second: Mr. Mayo

Carried: 7-0

1. Classified Employee - Leave of Absence

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
a. John Delap	School Monitor	100%	School 14	3/15/12 - 6/30/12	w/o pay

2. Classified Employee - 2012 Summer Bookloan Staff

<u>NAME</u>	<u>POSITION TITLE</u>	<u>EFFECTIVE DATES</u>	<u>MAX HRS</u>	<u>SALARY RATE</u>
a. Allen Howard	Bookloan Aide	7/3/12 - 8/31/12	31 hrs / week	\$10.00 / hour

3. Classified Employee - 2012 Summer School Nurse Work

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>MAX HRS</u>	<u>SALARY RATE</u>
a. Lisa Markowski	School 1	10 hours	\$23.54 / hour
b. Linda Kraus	School 2	10 hours	\$23.54 / hour
c. Kathleen Sleicher	School 14	10 hours	\$25.03 / hour
d. Judith Paul	School 16	10 hours	\$25.94 / hour
e. Monica Scattareggia	School 18	10 hours	\$24.57 / hour
f. Marsha Briggs	CHS	10 hours	\$25.48 / hour
g. Ani Mooney	DMS	20 hours	\$25.03 / hour

VIII. SUPERINTENDENT'S RECOMMENDATIONS - PROGRAMS

(Reviewed by J. Carmello)

Mrs. Wager-Rounds made a motion to approve Items 1 through 4 as a Consent Agenda.

Second: Mr. Mayo

Carried: 7-0

1. Amendment to 2012-13 School Calendar (Addendum I) (BOE 5-2-12)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the amendment to 2012-2013 School Calendar to close District on Monday, December 24, 2012.

2. Approval of ELL Textbooks (Grades K-5)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, hereby accepts the recommendation of the Superintendent to approve the purchase of new ELL (English Language Learners) textbooks for Grades K-5 (Pearson/Longman Publishing) to align with the new Common Core standards. Textbooks shall be paid from general funds textbook budget code in the amount of \$23,870.74.

3. Approval of Math Textbooks (Middle School)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, hereby accepts the recommendation of the Superintendent to approve the purchase of new Math textbooks for Middle School (McGraw Hill Publishing) to align with the new Common Core standards. Textbooks shall be paid from general funds textbook budget code in the amount of \$37,927.20.

4. External Diploma

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, hereby accepts the recommendation of the Superintendent to accept a high school diploma and recognizes the accomplishment of the following 2012 graduate:

Jolean Perkins

IX. SUPERINTENDENT'S RECOMMENDATIONS - BUSINESS FINANCE (reviewed by M. O'Neill)

Mrs. Wager-Rounds made a motion to approve Items 1 and 2 as a Consent Agenda.

Second: Mr. Mayo

Carried: 7-0

1. Bid Award - Physical Education Supplies

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, award the Bid for Physical Education Materials, Supplies and Equipment opened on May 23, 2012 to the lowest responsible responsive bidders as follows:

Scholastic Sports Sales, LTD. 8195 Cazenovia Rd. Manlius, NY 13104	29 items for \$ 4,267.30
Aluminum Athletics Equipment Co. 1000 Enterprise Drive Royersford, PA 19468	1 items for \$ 27.00
School Health Supplies 865 Muirfield Drive Hanover Park, IL 60133	5 items for \$172.91
Anaconda Sports 5 Corporate Drive Clifton Park, NY 12065	10 items for \$7142.45
BSN Sports P.O. Box 49 Jenkintown, PA 19046	22 items for \$3,846.89
Pyramid School Products 6510 North 54 th Street Tampa, FL 33610	4 items for \$231.52

Henry Schein Health Services 135 Duryea Road Melville, NY 11747	11 items for \$394.07
Neff Motivation, Inc 645 Pine St./Box 218 Greenville, OH 45331	3 items for \$693.04
Riddell/All America 669 Sugar Lane Elyria, OH 44035	8 items for \$897.38
Golden ArmSports 5 Production drive Brookfield, CT 06804	2 items for \$571.00
Flaghouse, Inc. 601 Flaghouse Drive Hasbrouck Heights, NJ 07604	1 item for \$52.93
Varsity Spirit Fashion 6745 Lenox Center Ct. Suite 300 Memphis, TN 38115	1 item for \$243.32

For 97 items for a total bid award of \$18,539.81.

2. Donation

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby accepts the following donation:

<u>Donor</u>	<u>Purpose</u>	<u>Amount</u>
Christopher Oetel	PS18 - 3rd Grade field trip	\$55.00

X. BOARD RESOLUTIONS

Mrs. Wager-Rounds made a motion to approve the following resolution Item 1 added to agenda.

Second: Mr. Mayo
Carried: 7-0

1. Settlement Agreement (green sheet)

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Enlarged City School District of Troy hereby approves the settlement of the disciplinary action brought against the employee identified on confidential schedule "B" pursuant to Section 75 of the Civil Service Law on the terms and conditions set forth in the Settlement Agreement and Release between the parties thereto.

Mrs. Wager-Rounds made a motion to approve the following resolution Item 2.

Second: Mr. Mayo
Carried: 7-0

2. Settlement Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education of the Enlarged City School District of Troy hereby approves the terms of a Stipulation of Settlement of a grievance, filed June 8, 2012, on behalf of the subject employee indentified on confidential schedule "A", and authorizes the President of the Board of Education to execute the written Settlement Agreement.

XI. REVIEW OF POLICIES (Addendum II)

The Board reviewed and discussed the following policies. No action was taken.

1. Mission Statement and Vision (0000)
This change will reflect the District's new vision and goals which will be rolled out for next school year.
2. School District Officer and Employee Code of Ethics (2160). Board will adopt NYSSBA's sample.
3. Title I Parent Involvement Policy (1900). Changes will be made per SED Audit.
4. Head Lice (5420) new
District does not currently have a policy on head lice. Mr. Reinisch and school nurses have provided their input. Mr. Reinisch will have school pediatrician review policy.
5. Professional Staff Recruiting, Interviewing and Hiring (9230)
Dr. Howard recommended the Board adopt NYSSBA's sample policy. Board's role is to set criteria for hiring and Superintendent brings in candidates who meet this criteria. Language for masters degree was suggested.
6. Field Trips and Excursions (4351). No major changes.
There is a pre-approved list for field trips. Destinations not on list will be reviewed by Central Office. Amusement parks may be deemed "worthwhile" field trips.
7. Harassment, Hazing and Bullying (5315 to 0115)
School attorney made changes to policy to conform with Dignity for All Students Act.
8. Donations new
All monies donated should be streamlined through the Business Office. This procedure is in place but there is currently not a policy. Some restrictions are needed so staff is not making multiple requests for donations. Donations for yearbook and clubs do not go through Board; they will be handled with activities accounts. Mary O'Neill will review policies from other districts.
9. NYSSBA Recommendations for Policy Manual (Addendum III)
Two Board members will meet with Mr. Carmello to review NYSSBA's recommendations for updating our policy manual.

XII. FUTURE MEETINGS

Discussion: Ms. Clinton asked about the status of the DMS Planning Committee. Mr. Carmello stated the committee is comprised of all stakeholders and held two very good meetings.

1. August 1, 2012 at 7:00 pm (PS 1) - Business Meeting
2. August 15, 2012 at 6:00 pm (PS 1) - Workshop
3. September 5, 2012 at 7:00 pm (PS 1) - Business Meeting

XIII. ADJOURN

At 7:15 pm Mrs. Wager-Rounds made a motion to adjourn the public meeting. This was seconded by Mr. Mayo and carried 7-0. The Board then re-convened to Executive Session until 8:00 pm to discuss a contractual matter.

Respectfully submitted by,

Mary Beth Bruno
Board Clerk