



**THE ENLARGED CITY SCHOOL DISTRICT OF TROY, NY**

**BOARD OF EDUCATION**

Date of Meeting: September 19, 2012  
Type of Meeting: **WORKSHOP**  
Location: School 1

**MINUTES**

**I. MEETING CALLED TO ORDER**

At 5:30 pm Mrs. Wager-Rounds, President, called the meeting to order.

**II. ROLL CALL**

Members Present: Mrs. Anne Wager-Rounds, President  
Mr. Bill Strang, Vice President  
Ms. Ilene Clinton (arrived at 5:40 pm)  
Ms. Elizabeth Denio  
Mrs. Carol Harvin (arrived at 5:45 pm)  
Mr. Tom Mayo  
Mr. Jason Schofield  
Mr. Michael Tuttmann

Members Absent: Mrs. Martha Walsh

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 5:30 pm Mrs. Wager-Rounds made a motion to move to Executive Session to discuss pending litigation and a personnel matter. The motion was seconded by Mr. Mayo and carried 6-0. Also invited in were Dr. Howard, Mr. Carmello, Ms. O'Neill, Ms. Culligan and Ms. Ahearn. Ms. Clinton and Ms. Harvin arrived late to Executive Session.

**IV. PUBLIC SESSION**

At 6:20 pm the public session was called to order with the Pledge of Allegiance.

## V. SUPERINTENDENT'S REPORT

### • 2012-13 Project and Goals Update

Dr. Howard, made a power point presentation regarding the District's goals and objectives. The new mission and vision will be a priority. He provided a timeline and stated there will be ongoing discussions of goals with cabinet members and administrative council. He will give the Board a status update in December to prepare for the budget process. In February there will be a mid-year evaluation of the Superintendent based on the performance of the goals and mission. In June he anticipates a smooth transition of the new Superintendent.

Dr. Howard highlighted the following five goals:

- (1) Support and implement the mission and vision of the District.
- (2) Do what is necessary to successfully complete the Capital Project and transition into new Middle School. This includes determining use of School 12. Closing another elementary school is NOT an option.
- (3) Follow the succession plan for new Superintendent and fill position of Assistant Superintendent of Instruction and Curriculum.
- (4) Prepare 2013-14 budget that allows District to continue to meet its vision and mission as well be fiscally responsible.
- (5) Provide general supervision for negotiations; APPR implementation and hiring of Director Human Resources and Director of Facilities.

### Discussion:

Mr. Tuttmann asked about School 2 needs being met.

Dr. Howard reported that the Board has authorized two teaching positions to address the larger class sizes in Schools 14 and 18 resulting from PS2 School Choice. This aligns with district mission and goals.

Mr. Carmello reported on Grade 6 being transferred to the Middle School. Mr. Mayo had asked if the students will be changing classes. This is an option but there are contractual issues to address when 6th grade teachers move to Middle School. It has not been decided at this point and we will see what is best for students.

Mr. Schofield said there were some parent concerns about 6th grade students riding the bus with high school students. Mr. Carmello is looking into different options. Mr. Dunn and Mr. Smith will facilitate Town Hall meetings to discuss the transition with parents.

## VI. BUSINESS FINANCE REPORT

### • 2011-12 Audit Report (Cusack & Co.)

Mr. Jim Cusack and Mr. John Taftlowski reported on District's 2011-12 financial statements based on standard accounting practices. The audit focused on internal control systems and year-end financial statements. Mr. Cusack stated the results of the audit were very good. They will issue a management letter with minor housekeeping items so the District can implement corrective action where needed.

### • Treasurer's Report (August)

Ms. O'Neill reported that there are minimal budget transfers and payroll was not encumbered as of August 31st. The "Bank Reconciliation" portion of the Treasurer's Report has been revised to be in an excel spreadsheet. The BOE approved this change. Ms. O'Neill also reported that the Attorney General's Office announced today that the District was among 40 school districts who will be awarded a settlement for overcharges occurring in the school lunch program. Troy will receive \$309,000. We did not overcharge our students; this occurred at a high level in the company.

•2013-14 Budget Development Calendar

Ms. O'Neill gave the Board a draft of the 2013-14 budget development calendar in their Friday packet for review. It will be approved at the October 3rd BOE meeting.

VII. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS

None (at this time). Public comment heard at end of meeting.

VIII. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

**Mrs. Wager-Rounds made a motion to approve Items 1 through 14 as a Consent Agenda.**

**Second: Mr. Mayo**

**Discussion: Mrs. Rounds congratulated Mr. Pawlusiak on his retirement.**

**Mrs. Harvin congratulated Mr. Pawlusiak and wished the best to Kellie O'Brien and Jared Heiner.**

**Carried: 8-0**

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:

1. Unclassified Employee - Create positions effective 9/20/12:

Elementary Teacher	Kindergarten	PS 14
Elementary Teacher	Grade 4	PS 18

2. Unclassified Employee - Retirement

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
Richard Pawlusiak	Administrator K-12	100%	THS	1/13/2013

3. Unclassified Employee - Resignation

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
Kellie O'Brien	Teaching Assistant	100%	PS18	9/5/12

4. 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. Jenna Brooks	Teaching Assistant	100%	DMS	9/17/12	9/16/15	Childhood Ed 1-6, Initial	\$25,225 (Step 2)
(amend probationary dates per BOE Agenda 9/5/12, page 3)							
b. Siovan McAvoy	Elementary	100%	School 16 (RES R.Arellano)	9/1/12	8/31/15	Childhood Ed 1-6, Initial	\$46,250 (S-3, Col E)
(correct spelling of name per BOE Agenda 9/5/12, page 3)							
c. Jared Heiner	Director of Technology	100%	District	9/20/12	9/19/15	SDL, Professional	\$114,881 (Step 6)

5. Unclassified Employee - Temporary Appointments

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>EFFECTIVE DATES</u>	<u>CERT STATUS</u>	<u>SALARY RATE</u>
a. Catherine Ingalsbe	Remedial Reading	Part-Time	Sacred Heart	9/1/12 - 6/30/13	Nursery - 6 Permanent	\$31.00 / hr (Title I-A)

b. Crystal Roberts	Remedial Reading	Part-Time	Sacred Heart	9/1/12 - 6/30/13	PreK - 6 Permanent	\$31.00 / hr (Title I-A)
				(amend effective dates per BOE Agenda 9/5/12, page 4)		
c. Renee Patti	Teaching Assistant	100%	School 14	9/1/12 - 6/30/13	ChildEd 1-6, Professional	\$25,225 (Step 2)
				(amend salary rate per BOE Agenda 9/5/12, page 4)		

6. Unclassified Employee - 2012-13 Student Interns (Unpaid)

<u>NAME</u>	<u>COLLEGE</u>	<u>AREA OF STUDY</u>	<u>SUPERVISOR</u>	<u>ASSIGNMENT</u>
a. Cortlyand Bane	SUNY Albany	Social Work	Nancy Chicoine	District
b. Alyssa Pullman	SUNY Albany	Social Work	Nancy Chicoine	District
c. Amanda Graves	SUNY Albany	Media Center Specialist	Jamie Holmes	Elementary
d. Amna Hussain	Empire State College	Elementary	Linda Martin	School 2
e. Meaghan Power	Russell Sage	Elementary	Linda Martin	School 2
f. Shawna Robb	Russell Sage	Elementary	Linda Martin	School 2
g. Lynsee Thorington	HVCC	Elementary	Linda Martin	School 2
h. Cynthia White	Grand Canyon Univ	Elementary	Dennis Bye	School 2
i. ReAnne Appel	HVCC	Elementary	Bonnie O'Connor	School 14
j. Natalie Hazelton	HVCC	Elementary	P. Weaver-Lipscomb	School 14
k. Felicity May	HVCC	Elementary	Ellen Kelley	School 14
l. Phylicia Sanzo	HVCC	Elementary	Dawn Bulmer	School 14
m. Kasey Hansen	HVCC	Elementary	Therese Goyette	School 16
n. Laura Maloney	HVCC	Elementary	MaryGerard Connolly	School 16
o. Miguel Gomez	SUNY Albany	School Psychologist	Maxine Brisport	CHS
p. Morgan Mason	Sage College	Elementary	Tenika Wilcox	CHS
q. Nikkita Mass	Sage College	Special Education	Kathleen Balint	CHS
r. Caitlin Mosher	Sage College	Elementary	Margaret Mulligan	CHS
s. Terasita Reddix	Grand Canyon Univ	Special Education	Kathleen Balint	CHS
t. Brina Seguire	Sage College	Elementary	Thomas Carroll	CHS
u. Eric Sterner	RPI Graduate	GK12 Helix Fellow	Paul Dunleavy	DMS
v. Courtney Hammond	Sage College	Health Education	Lance Matter	THS

7. Unclassified Employee - 2012 Summer Professional Development

a. Elementary for hours listed @ \$31.00 / hour (General Fund)

Elizabeth Behan	12 hours	Karen Martin	3 hours	Ronald West	7 hours
Abra Bentley	12 hours	Anthony Mauriello	10 hours	Susan Wold	9 hours
Sara Dube	6 hours	Kelly Phelan	3 hours	Mary Zakarka	12 hours
Ellen Kelley	12 hours	Genevieve Stinson	12 hours		

8. Unclassified Employee - 2012-13 Mentor/Mentee

<u>MENTEE</u>	<u>TENURE AREA</u>	<u>MENTOR</u>	<u>ASSIGNMENT</u>	<u>SALARY RATE</u>
a. Joseph Coleman	Mathematics	Paul Dunleavy	DMS	\$1,250.00
b. Patrick Haggerty	Physical Education & Recreation	Lisa Hurteau	DMS	\$1,250.00
c. Kristen Meister	Music	Rhonda Hermance	DMS / CHS	\$1,250.00
d. Kelly Comley	English	Daniel Hayes	THS	\$1,250.00
e. Ryan Meikle	School Counseling & Guidance	Christine Dauphinais	THS	\$1,250.00

9. Unclassified Employee - 2012-13 Extra Assignments

<u>NAME</u>	<u>TENURE AREA</u>	<u>ASSIGNMENT</u>	<u>SALARY RATE</u>
a. Gary Bloomingdale	English as a Second Language	6th period Elementary	\$6,000.00
b. Jamie Bowen	English as a Second Language	6th period Elementary	\$6,000.00

c. Kellee Bonenfant	General Special Education	6th period	DMS	\$6,000.00
d. Diane DiClementi	Mathematics	6th period	DMS	\$6,000.00
e. Tara Evans	General Special Education	6th period	DMS	\$6,000.00
f. Elizabeth Pollock	General Special Education	6th period	DMS	\$6,000.00
g. Ronald Sousa	General Special Education	6th period	THS	\$6,000.00
h. Rhonda Lyons	General Special Education	6th period	School 1	\$6,000.00
i. Rita Cao-Garcia	General Special Education	6th period	School 1	\$6,000.00
j. Toni Garcia	General Special Education	6th period	School 1	\$6,000.00
k. Cara Parker	General Special Education	6th period	School 1	\$6,000.00
l. Sheryl Schoonmaker	English	6th period	School 1	\$6,000.00

10. Unclassified Employee - 2012-13 THS Afterschool Detention Program

<u>NAME</u>	<u>TENURE AREA</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a. Daniel Hayes	English	4 hours per week	\$30.00 per hour
b. Christine Perry	Business Education	4 hours per week	\$30.00 per hour
c. William Whitty	Technical Subjects	4 hours per week	\$30.00 per hour
d. Marguerite Brock	Teaching Assistant	4 hours per week	\$26.00 per hour
e. Margueret LeRoux	Teaching Assistant	4 hours per week	\$26.00 per hour
f. Patricia Rupp	Teaching Assistant	4 hours per week	\$26.00 per hour

11. Unclassified Employee - 2012-13 DMS Afterschool Detention Program

<u>NAME</u>	<u>TENURE AREA</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a. Lisa Hardy	Physical Educ & Recreation	4 hours per week	\$30.00 per hour
b. Kiant Jones	Social Studies	4 hours per week	\$30.00 per hour
c. Tyrone O'Meally	Social Studies	4 hours per week	\$30.00 per hour

12. Unclassified Employees - 2012-13 Marching/Jazz/Stage Band

<u>NAME</u>	<u>POSITION TITLE</u>	<u>SALARY RATE</u>
John Vatalaro	Drum Line Instructor	\$3,892.00

13. Unclassified Employees - 2012-13 Substitutes

<u>NAME</u>	<u>CERTIFIED</u>	<u>UNCERTIFIED</u>	<u>TEACHING ASST</u>		<u>HOME TUTOR</u>	
	(\$100.00 / day)	(\$90.00 / day)	Certified \$12.00 / hour	Uncertified	Certified (\$31.00 / hour)	Uncertified
Jessica Churan	X					
Lester Feldman		X				
Norah Haddad	X					
Heather Hochberg				X		
Tricia Koberger	X					
Kyle Lynch	X					
Colleen McGuirk	X					
Zachary Snyder	X					

14. Unclassified Employee - Transfers (for notification purposes only)

<u>NAME</u>	<u>TENURE AREA</u>	<u>FROM</u>	<u>TO</u>
Abra Bentley	Elementary	School 2	School 16

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

**Mrs. Wager-Rounds made a motion to approve Items 1 through 6 as a Consent Agenda.**

**Second: Mr. Mayo**

**Discussion: Mrs. Wager-Rounds wished Ms. Culligan luck in her new position.**

**Carried: 8-0**

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:

1. Classified Employee - Resignation

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
Kathleen Culligan	Human Resource Director	100%	District	9/25/12

2. Classified Employee - 2012-13 Student Interns (Unpaid)

<u>NAME</u>	<u>COLLEGE</u>	<u>AREA OF STUDY</u>	<u>SUPERVISOR</u>	<u>ASSIGNMENT</u>
a. Jessica Adsit	Sage College	Occupational Therapist	Jessica Maloney	School 2
b. Michelle Esteves	Sage College	Occupational Therapist	Jessica Maloney	School 2
c. Kaitlin Eisenhut	Sage College	Occupational Therapist	Jennifer Lucas	School 14
d. Lesley Farber	Sage College	Occupational Therapist	Jennifer Lucas	School 14
e. Laura Barb	Sage College	Occupational Therapist	Holly Lockrow	CHS
f. Raegan Maddalla	Sage College	Occupational Therapist	Holly Lockrow	CHS

3. Classified Employee - 2012-13 Ticket Takers

Nicole Davin	\$8.00 per hour as needed
Lisa Hardy	\$8.00 per hour as needed
Patricia Rupp	\$8.00 per hour as needed

4. Classified Employee - 2012-13 Substitutes

<u>NAME</u>	<u>CLERK</u> (\$11 / hr)	<u>NURSE</u> (\$14 / hr)	<u>MONITOR</u> (\$10 / hr)	<u>TEACHER AIDE</u> (\$10 / hr)	<u>MAINT WORKER</u> (\$11 / hr)
Zachary Bye			X	X	
Marion Hannan	X				
Robert Harrison				X	
Francis Smith					X
Shaunte Strickland			X	X	

5. 2012-13 Volunteers

<u>School 2</u>	<u>School 16</u>	<u>District Copyroom</u>
Laurie Anderson	Emily Pena	Thomas Mooney

School 14

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 Rensselaer Polytechnic Institute Football Program's acting head coach (Bob Bodor), assistant coaches (Gary Chrys, Jason Diehl, Jeff Dittman, Fred Farrier, Will Headen, Steve Hladio, Jared Jones, Mike Roberts, Andy Sparano, Kevin Trigonis) and football players (91) to volunteer to work with students at School 14 throughout the 2012-13 school year.

6. Classified Employee - Transfers (for notification purposes only)

<u>NAME</u>	<u>POSITION TITLE</u>	<u>FROM</u>	<u>TO</u>
Sandra Agars	Teacher Aide	School 18	School 14

IX. SUPERINTENDENT'S RECOMMENDATIONS - PROGRAMS (Reviewed by J. Carmello)

**Mrs. Wager-Rounds made a motion to approve Item 1.**

**Second: Mr. Schofield**

**Carried: 8-0**

1. Re-Organization of Instruction for 6th Grade

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby amend the organization of instruction by transferring the 6th Grade to the Middle School due to program considerations and shifts in enrollment. The Middle School shall be comprised of Grades 6, 7 and 8 effective 2013-2014 school year.

**Mrs. Wager-Rounds made a motion to approve Items 2 and 3 as a Consent Agenda.**

**Second: Mr. Mayo**

**Carried: 8-0**

2. Dignity for All Students Act (DASA) Coordinators (amendment to BOE 7-3-12)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints the following individuals as Dignity for All Students Act Coordinators for the school year 2012-2013:

- |                                |   |
|--------------------------------|---|
| Ashley Grande – School 1       | <i>Lisa Ditroia - CHS</i>                           |
| Immaculine Jolivert – School 2 | <i>Joshua Vail - School 18</i>                      |
| Lauren Reynolds – School 14    | Sonya Shaw – DMS                                    |
| Laura Stukenborg – School 16   | Christine Dauphinais – THS and District Coordinator |

3. Contract - Jim Nash for Recreational Taekwondo (Addendum I)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve a contract with Jim Nash for recreational taekwondo classes at Doyle Middle School for the period of September 1, 2012 through June 30, 2013 in the amount of \$9,950 to be paid from 21st Century grant funds.

X. BOARD RESOLUTIONS

**Mrs. Wager-Rounds made a motion to approve Item 1.**

**Second: Mr. Mayo**

**Carried: 7-1 (Mrs. Harvin voted no.)**

1. Settlement Agreement

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 a grievance brought by the Troy Teachers Association on August 16, 2012 on the terms and conditions set forth in the Settlement Agreement and Release between the parties thereto attached as Schedule A.

**Mrs. Wager-Rounds made a motion to approve Item 2.**

**Second: Mr. Mayo**

**Carried: 7-1 (Mrs. Harvin voted no.)**

2. Settlement Agreement (green sheet)

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 a settlement agreement concerning the subject employee indentified on confidential schedule "B", and authorizes the President of the Board of Education to execute the written settlement agreement.

**Mrs. Wager-Rounds made a motion to approve Item 3.**

**Second: Mr. Mayo**

**Carried: 7-1 (Mrs. Harvin voted no.)**

3. Contract with Station 28 for Technology Services (green sheet)

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 to engage the services of Kris Meier, Independent Consultant for Station 28 to complete a detailed review and assessment of hardware, software and infrastructure for the District's technology; cost not to exceed \$3,200.

XI. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS

(1) Olivia Van Epps and Francesca Bevevino (THS Seniors) - Request that the high school offer a musical for students. This is their last year and it would mean a lot. Students are very dedicated.

Response: Dr. Howard stated that he and Mr. Carmello met with Music Department. They want students to have a musical and will do everything they can to make it happen. Also looking for a solution to Flags and Ribbons.

Mr. Tuttman is glad that this situation has gotten the Superintendent's attention. He will support what needs to be done.

(2) Tessa Hickey, Ryan Cietek and Casey Milne (THS Seniors) - Our senior class is sacrificing a musical because of the construction project. Students have worked very hard.

Response: Mrs. Wager-Rounds stated we are working to make sure Seniors will have a musical. It cannot be in the Auditorium because of Capital Project.

Other Discussion:

Mrs. Clinton asked about Title I funding. Mr. Carmello stated that Title I funds are based on student income. District has the option of redistributing funds but we cannot change the ranking.

Mrs. Clinton asked if there are plans to move staff to buildings with greatest needs since enrollment shifted with 55 School 2 students who opted for School Choice. Mr. Carmello said an analysis would be needed before we would move personnel. At this time, there are no plans to do so.



XII. FUTURE MEETINGS

1. October 3, 2012 at 7:00 pm (PS 1) - Business Meeting
2. October 17, 2012 at 6:00 pm (PS 1) - Workshop Meeting

There will be a Board Retreat on December 10th and 12th facilitated by Fred Miller.  
Mrs. Harvin will be out of town on business on October 17th and cannot attend BOE meeting.

XIII. ADJOURN

At 7:15 pm Mrs. Wager-Rounds made a motion to adjourn the meeting. This was seconded by Mr. Mayo and carried 8-0.

Respectfully submitted by,

Mary Beth Bruno  
Board Clerk