



ENLARGED CITY SCHOOL DISTRICT OF
TROY

TODAY'S STUDENTS. TOMORROW'S LEADERS.

BOARD OF EDUCATION

2920 Fifth Avenue
Troy, NY 12180

BOARD OF EDUCATION
Meeting Minutes

Date of Meeting: July 17, 2013
Type of Meeting: WORKSHOP
Location: Troy High School

I. MEETING CALLED TO ORDER

At 5:30 pm Mr. Jason Schofield, President, called the meeting to order.

II. ROLL CALL

Members Present: Mr. Jason Schofield, President
Mrs. Ann Apicella
Mrs. Carol Harvin
Mr. Michael Tuttmann
Mrs. Anne Wager-Rounds
Ms. Martha Walsh

Members Absent: Ms. Elizabeth Denio
Mr. Tom Mayo
Mr. Bill Strang, Vice President

Also Present: Mr. John Carmello, Superintendent of Schools
Mrs. Kristen Miaski, Director of Human Resources
Ms. Kathy Ahearn, School Attorney

Also Absent: Dr. Donna Watson, Assistant Superintendent
of Curriculum and Instruction
Ms. Mary O'Neill, Assistant Superintendent for Business

III. EXECUTIVE SESSION

At 5:30 pm Mr. Schofield made a motion to move to Executive Session for the purpose of a discussing a disciplinary matter of a tenured employee. This was seconded by Mrs. Wager-Rounds and carried 6-0. Mr. Carmello, Mrs. Miaski and Ms. Ahearn also attended the meeting.

III. PUBLIC SESSION

At 6:00 pm Mr. Schofield called the public session to order with the Pledge of Allegiance.

IV. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS

No public comments.

ACTION ITEMS

V. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

A. Staff Matters - Unclassified (reviewed by K. Miaski)

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:

Mr. Schofield made a motion to approve Items 1-10 as Consent Agenda.

Second: Mrs. Wager-Rounds

Carried: 6-0

1. Unclassified Employee - Resignation

| | <u>NAME</u> | <u>TENURE AREA</u> | <u>% SERVICE</u> | <u>ASSIGNMENT</u> | <u>EFFECTIVE DATE</u> |
|----|---------------------|--------------------|------------------|-------------------|-----------------------|
| a. | Gail Willner-Giwerc | Special Ed-General | 100% | School 2 | 7/10/13 |

2. Unclassified Employee - Probationary Appointment

| | <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. | Marc Mostransky | English | 100% | THS | 9/1/13 | 8/31/15 | English 7-12, Permanent | \$54,150 (S-11, Col E) |

3. Unclassified Employee - Temporary Appointments

| | <u>NAME</u> | <u>TENURE AREA / POSTION TITLE</u> | <u>% SERVICE</u> | <u>ASSIGN</u> | <u>EFFECTIVE DATES</u> | <u>SALARY RATE</u> |
|----|----------------|---|------------------|---------------|------------------------|--------------------|
| a. | James Canfield | Director, Adult & Continuing Education | | District | 7/1/13 - 6/30/14 | \$8,000 (stipend) |

4. Unclassified Employees - 2013 Secondary Summer School

| | <u>NAME</u> | <u>POSITION TITLE</u> | <u>SALARY RATE</u> |
|----|--------------------|-----------------------|--------------------|
| a. | Anthony DiTroia | Substitute Teacher | \$67.00 / day |
| b. | Raymond Francis | Substitute Teacher | \$67.00 / day |
| c. | Sabrina Hartley | Substitute Teacher | \$67.00 / day |
| d. | Alexis Hewitt | Substitute Teacher | \$67.00 / day |
| e. | Tricia Koberger | Substitute Teacher | \$67.00 / day |
| f. | Katie Rossettini | Substitute Teacher | \$67.00 / day |
| g. | Christina Stebbins | Substitute Teacher | \$67.00 / day |

5. Unclassified Employees - 2013 Elementary Summer Special Education Support Services (7/8/13 - 8/16/13)

| <u>NAME</u> | <u>TENURE AREA</u> | <u>SALARY RATE</u> | <u>EFFECTIVE DATE</u> |
|--------------------------|--------------------|--------------------|---|
| a. Laurie Muscatello | Teaching Assistant | \$26.00 / hour | 7/15/13 - 8/16/13 |
| b. Susan Stewart | Teaching Assistant | \$26.00 / hour | 7/8/13 - 8/16/13 (resigned effective 7/9/13) |
| c. Marguerite Roseberger | Teaching Assistant | \$26.00 / hour | 7/10/13 - 8/16/13 |

6. Unclassified Employees - School 2 SIG Grade Level Teacher Coaches

| <u>NAME</u> | <u>TENURE AREA</u> | <u>GRADE LEVEL</u> | <u>SALARY RATE</u> | <u>EFFECTIVE DATE</u> |
|------------------------|---|--|--------------------|-----------------------|
| a. Gail Willner-Giwerc | Special Ed-General | Kindergarten | \$11,500 stipend | (9/2013 - 8/2014) |
| | | (rescind appointment teacher resigned BOE Agenda 7/2/13, page 3) | | |
| b. Carolyn Borkowski | Reading | Kindergarten | \$11,500 stipend | (9/2013 - 8/2014) |
| | (Plus \$175.00 / day up to 8 days in July 2013 through August 2013) | | | |

7. Unclassified Employees - 2013 District Summer Professional Development

- a. APPR @ \$31.00 / hour for listed hours (General Fund)
 Celine Casey 60 hours Nicole MacNeil add 30 hours Michael Nirsberger 60 hours
 (BOE Agenda 7/2/13, page 3 approved 90 hours)
- b. ELA K-6 Curriculum Mapping @ \$31.00 / hour for 18 hours each (Title I)
 Susan Wall
- c. Music Elementary Music Centers @ \$31.00 / hour for 12 hours each (General Fund)
 Christopher Sullivan
- d. SpecEd Behavior & Instruction Strategies @ \$31.00 / hour for 12 hours each (General Fund)
 Amanda Arze
- e. SpecEd Progress Monitoring @ \$31.00 / hour for 8 hours each (General Fund)
 Amanda Arze
- f. TMS School Improvement Program @ \$31.00 / hour for listed hours (SIG 1003a)
- | | | | | | |
|----------------|----------|-------------------|----------|-------------|----------|
| Celine Boule | 12 hours | Linda McHenry | 12 hours | Nancy Smith | 12 hours |
| Amy Khuzwayo | 20 hours | Tyrone O'Meally | 12 hours | John Stiso | 12 hours |
| Christina Kole | 12 hours | Elizabeth Pollock | 12 hours | Mara Wager | 12 hours |

8. 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 | Uncertified | Certified | Uncertified |
| Holly Kingstrom | | | \$12.00 / hour | | (\$31.00 / hour) | |
| | | | | | X | |

9. Unclassified Employees - Transfers (for notification purposes only)

| <u>NAME</u> | <u>TENURE AREA</u> | <u>FROM</u> | <u>GRADE</u> | <u>TO</u> | <u>GRADE</u> | <u>EFFECTIVE DATE</u> |
|------------------|--------------------|-------------|----------------|-----------|----------------|-----------------------|
| Stephanie Cahill | Special Ed-General | 18 | Self-Contained | 18 | Cons / Res | 9/1/13 |
| Celine Casey | Reading | 16 /18 | Reading | TMS | Reading | 9/1/13 |
| Victoria Nadeau | Teaching Assistant | 16 | SpecEd | TMS | SpecEd | 9/1/13 |
| Carrie Ritrovato | Special Ed-General | 18 | Cons / Res | 14 | Cons / Res | 9/1/13 |
| Michelle Rose | Reading | 2 | Reading | 14 | Reading | 9/1/13 |
| Katherine Wallen | Special Ed-General | 16 | Self-Contained | 18 | Self-Contained | 9/1/13 |
| Ronald West | Elementary | CHS | 5 | 14 | 4 | 9/1/13 |

10. Unclassified Employees - Create Positions

| <u>POSITION TITLE</u> | <u>ASSIGNMENT</u> |
|-----------------------|---|
| Principal Assistant | Troy High School (2) (1 position transfer from PS2) |
| Principal Assistant | Troy Middle School (1) |

Mr. Schofield made a motion to approve Item 11.

Second: Mrs. Wager-Rounds

Discussion: Mrs. Harvin stated that the information she has seen has been inconsistent. She will not be in favor of this action.

Carried: 5-1 (Mrs. Harvin voted no)

11. Unclassified Employee - Termination

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Board of Education of the Enlarged City School District of Troy hereby terminates the employment of the probationary employee named in the attached confidential Schedule "A" effective August 21, 2013.

B. Staff Matters - Classified (reviewed by K. Miaski)

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:

Mr. Schofield made a motion to approve Items 1-4 as Consent Agenda.

Second: Ms. Walsh

Carried 5-1 (Mrs. Wager-Rounds abstained on Item 4b)

1. Classified Employee - Temporary Appointments

| | <u>NAME</u> | <u>POSITION TITLE</u> | <u>ASSIGNMENT</u> | <u>EFFECTIVE DATES</u> | <u>SALARY RATE</u> |
|----|-------------------|---|-----------------------|------------------------|--------------------|
| a. | Catherine Farrell | Data Entry Clerk | Adult & Continuing Ed | 7/18/13 - 6/30/14 | \$14.25 / hour |
| b. | MaryBeth Bruno | Communication and Public Relations Specialist | School 2 | 7/18/13 - 6/30/14 | \$8,000.00 stipend |

2. Classified Employee - 2013 Summer School Support Staff

| | <u>NAME</u> | <u>POSITION TITLE</u> | <u>ASSIGNMENT</u> | <u>EFFECTIVE DATES</u> | <u>SALARY RATE</u> |
|----|-----------------|-----------------------|-------------------|------------------------|--------------------|
| a. | Stacey Sadowski | School Monitor | Secondary | 7/18/13 - 8/16/13 | \$18.34 / hour |

3. Classified Employee - 2013 Summer Maintenance Staff

| | <u>NAME</u> | <u>POSITION TITLE</u> | <u>EFFECTIVE DATES</u> | <u>MAX HRS</u> | <u>SALARY RATE</u> |
|----|------------------|-----------------------|------------------------|-------------------|--------------------|
| a. | Dawn Costello | Maintenance Helper | 7/18/13 - 8/30/13 | up to 35 hrs / wk | \$12.00 / hour |
| b. | Robert Harrison | Maintenance Helper | 7/18/13 - 8/30/13 | up to 35 hrs / wk | \$12.00 / hour |
| c. | Scott Mannarino | Maintenance Helper | 7/18/13 - 8/30/13 | up to 35 hrs / wk | \$12.00 / hour |
| d. | Nathan McCormick | Maintenance Helper | 7/18/13 - 8/30/13 | up to 35 hrs / wk | \$12.00 / hour |

4. Classified Employee - 2013-14 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) |
|----|------------------|-----------------------------|-----------------------------|-------------------------------|------------------------------------|------------------------------------|
| a. | John Ernst | | | X | | X |
| b. | Gabriella Rounds | X | | | | |

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

Mr. Schofield made a motion to approve Item 1.

Second: Mrs. Wager-Rounds

Carried 6-0

1. Change Orders - Capital Project

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

| | <u>Vendor</u> | <u>Order No.</u> | <u>Original Sum</u> | <u>Increase</u> |
|----|-------------------------|------------------|---------------------|-----------------|
| a. | Sano-Rubin Construction | GC-32 | \$23,470,000.00 | \$34,668.00 |
| b. | Sano-Rubin Construction | GC-33 | \$23,470,000.00 | \$55,129.00 |
| c. | Sano-Rubin Construction | GC-34 | \$23,470,000.00 | \$10,745.00 |
| d. | Sano-Rubin Construction | GC-35 | \$23,470,000.00 | \$47,779.00 |

VII. BOARD RESOLUTION (GREEN SHEET)

Mr. Schofield make a motion to approve the following item added to the agenda.

Second: Mrs. Wager-Rounds

Carried 6-0

1. Settlement of Due Process Complaint

RESOLVED, on the recommendation of the Superintendent, the Board of Education hereby approves the settlement of a pending Due Process Complaint, as more fully discussed in executive session, and hereby authorizes the President of the Board to execute a Resolution Agreement on behalf of the Board.

NON-ACTION ITEMS

VIII. 1. Policy Review

Mr. Carmello discussed each policy based on NYSSBA 2012-13 updates with the Board as follows:

- a. 1900 Parent Involvement Policy
- b. 2310 Regular Board Meetings
- c. 2340 Notice of Meetings
- d. 4000 Student Learning Standards
- e. 5300.30 Prohibited Student Conduct (Code of Conduct)
- f. 5300.65 Visitors Policy (Code of Conduct)
- g. 5300.70 Public Conduct on School Property (Code of Conduct)

Mr. Carmello stated that policies (d) through (g) will be tabled for future discussion as follows: 4000 policy is very outdated and will be reviewed thoroughly by Dr. Watson. Dr. Watson will form a committee for a comprehensive review of the Code of Conduct document. However, for this school year it will remain the same and be presented for approval at the August meeting. All 5300 policies will ultimately be incorporated into the Code of Conduct for following school year.

1900 Parent Involvement - There are very few changes to policy. NYSSBA recommends words be changed but nothing substantial (i.e. "federal law" and "approaches" and "Procedures" were added.) Significant changes were made last year to include recommendations by the auditors. The public was asked to use the sign-in sheet regarding their attendance at this meeting.

2310 Regular Meetings/2140 Notice of Meetings - NYSSBA samples were provided and Mr. Carmello recommended the Board accept these updates which allow BOE members to attend meetings via teleconferencing. Mr. Tuttmann noted that the new Troy Middle School will have this capability. Mrs. Harvin said it was an excellent idea to use new technology.

Policy Review Committee - Seven Board members volunteered to review policy manual. If more than five attend, we will post as a public meeting. The committee will not take any action. This meeting will be scheduled for Tuesday, July 30th.

IX. ADJOURN

Mr. Schofield stated the next Board meeting is August 7th. He made a motion to adjourn the meeting at 6:15 pm. This was seconded by Mrs. Wager-Rounds and carried 6-0.

Respectfully submitted by,

Mary Beth Bruno
Board Clerk