

THE ENLARGED CITY SCHOOL DISTRICT OF TROY, NY

**TODAY'S
STUDENTS.**



**TOMORROW'S
LEADERS.**

Date of Meeting: January 2, 2013
Type of Meeting: **REGULAR MEETING**
Location: School 1

MINUTES

I. MEETING CALLED TO ORDER

At 6:00 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
Ms. Elizabeth Denio
Mrs. Carol Harvin (arrived at 6:30 pm)
Mr. Tom Mayo
Mr. Jason Schofield
Mr. Michael Tuttman
Ms. Martha Walsh

Members Absent: None

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. Kristen Miaski, Human Resources Director
Ms. Erin O'Grady-Parent, School Attorney

III. EXECUTIVE SESSION

At 6:01 pm Mrs. Wager-Rounds made a motion to move to Executive Session to discuss a pending litigation and personnel issues. The motion was seconded by Mr. Mayo and carried 8-0. Mrs. Harvin arrived at 6:30 pm. Also invited in were Dr. Howard, Mr. Carmello, Ms. O'Neill, Ms. Miaski and Mrs. O-Grady-Parent.

IV. DISTRICT COMMUNITY ANNOUNCEMENTS

Mrs. Wager-Rounds recognized District Spelling Bee winners: 1st place Kiona Murray from School 2. Runners up were Kyla McFadden (CHS) and Carter Washock (PS16). Kiona and Carter were presented with a certificate. All 3 qualify for Regional Spelling Bee in March.

VI. CAPITAL PROJECT UPDATE

Marc Rivers of U.W. Marx and Kersten Lorcher of Mosaic Associates gave a monthly update on the Capital Project. Most areas are ready for painting including the large gym, cafeteria and hallways. Nora McDowell, PS14 parent, suggested a sidewalk along the baseball fields to School 14 for safety reasons. Mr. Marx indicated that is not part of the Capital Project plans and this is not in the budget. The Capital Project remains within budget and on schedule for completion.

VII. SUPERINTENDENT'S REPORT

Recommendation of Building Use Committee

Dr. Howard presented the following recommendations of the Building Use Committee for discussion:

(1) School 12 should be used to house Central Administration, Alternative Learning Program and PreK classes;

(2) School 1 should be sold, rented or leased to an appropriate educational institution and/or non-profit organization. If tenants are not found, School 1 should be placed on the market but will have to be maintained; and

(3) Zak House should be razed and if funds are available (Capital Project) the area should then be paved for additional parking for School 14.

The committee had suggestions that will need additional research: (1) create a pilot early childhood program by adding 2 to 3 kindergarten classes in School 12. We need to research if those students would receive the same extensions they would if in an elementary building. Students would be walkers from the area around School 12; and (2) relocated Special Education/Pupil Services to a school building (i.e. TMS, THS or PS2). There is space at School 12 for a possible career academy program.

It was Dr. Howard's recommendation (not the committee's) to take the next 12-18 months to look at certain bulges in the buildings and conduct a comprehensive study of distribution of students in the District. When completed, use the information to modify the school attendance zones to redistrict the students so they are distributed evenly and more equitably. This will take time to analyze. He thanked the Building Use Committee for their time and recommendations.

Discussion:

Mrs. Wager-Rounds requested the BOE see a floor plan for PS12 before they make this decision. She thanked the Committee on behalf of the Board.

Mr. Tuttmann would like us to talk with government agencies about the disposal of PS1. He asked for the cost to raze the Zak House. It would be approximately \$30,000.

Mrs. Harvin stated that if we cannot sell School 1, we should lease it. However, she does not want it to be purchased by RPI. She would be in favor of re-districting again. We should take our time and look at teacher-student ratios. Mrs. Harvin thanked the Committee.

VIII. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS

(1) Bill Sherman (Director of Operations for Troy Prep Charter School) - He has been attending BOE meetings since last year. He would like to continue to learn about Troy Schools. He would like to meet with and potentially partner with the District to further student achievement in Troy. At the last workshop meeting there were some misconceptions stated about charters schools that he would like to clarify:

Troy Prep student demographics: 92.7% qualify for free or reduced lunch; 73% are black or Hispanic; 52% are white. Troy Prep students pull from 10 districts. 77% are from Troy School District; 14% from Lansingburgh. Current enrollment is 328. There is an open lottery as required by law.

(2) Nora McDowell (PS14 Parent) - School 14 is a high needs school. She appreciates the breakfast program and bussing to after school programs. Good things are happening in the District. We need to learn from other schools of the importance of marketing and outreach to the community. Teachers, principals and students are working hard but public at large does not know this.

(3) Mark Walsh (TTA President) - Thanked Dr. Howard, his peers and Building Use Committee for their time. The push is to keep PS12's programs flexible for long-term planning. He welcomed new faculty to the district. CSEA incentive would be good for the budget.

Mr. Tuttmann asked about the High School musical. It will be held at Lansingburgh High School on April 25-26.

IX. APPROVAL OF MINUTES

BE IT RESOLVED, that the Board of Education, hereby approves the following minutes:

Mrs. Wager-Rounds made a motion to approve the following minutes

Second: Mr. Strang

Carried: 9-0

A. Board Meetings

1. Board of Education - December 5, 2012 (Regular)
2. Board of Education - December 19, 2012 (Workshop)

X. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

Mrs. Wager-Rounds made a motion to withdraw Item 2(C).

Second: Mr. Strang

Carried: 9-0

Mrs. Wager-Rounds made a motion for Consent Agenda on Items 1-11.

Second: Mr. Mayo

Carried: 9-0

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 unclassified personnel actions:

1. Unclassified Employee - Retirements

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATES</u>
a. Richard Pawlusiak	Administrator K-12	100%	THS	1/14/13

(amend date from BOE Agenda 9/19/12, page 2)

2. Unclassified Employee - Leave of Absence

2.c WITHDRAWN

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATES</u>
a. Mara Wager	Elementary	100%	School 16	12/7/12
b. Charles Seagle	ESL	46%	CHS	12/11/12 and 1/15-1/16/13
c. Sherry Massaro	Elementary	100%	School 2	12/19/12 - until further notice
d. Joanne Boyd	English	100%	THS	1/8/13 - 1/18/13

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. Matthew Mascelli	Teaching Assistant	100%	School 2	1/22/13	1/21/16	Stud w/Disab 1-6, Initial	\$24,750 (prorated) (Step 1)
b. Linda Cepiel	Teaching Assistant	100%	School 2	1/3/13	1/2/16	Literacy B-6, Initial	\$25,225 (prorated) (Step 2)
c. Michelle Durharr	Teaching Assistant	100%	CHS	1/3/13	1/2/16	Teaching Assistant Level I	\$24,750 (prorated) (Step 1)
d. Thomas Dansereau	School Psychologist	100%	School 1 (Resign B. Olsen)	1/3/13	1/2/16	School Psych, Initial	\$44,500 (prorated) (S-1, Col E)

4. 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. Tricia Koberger	General Special Ed	100%	DMS (LOA E. Pollock)	1/3/13 - 6/30/13	Special Education, Permanent	\$45,500 (prorated) (S-1, Col I)
b. Helena Bohl	English	100%	DMS (A. McEnaney)	12/1/12 - 3/29/13	English, Professional	\$44,500 (prorated) (S-1, Col E)

5. 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. Cynthia White	Grand Canyon University	Elementary	Abra Bentley	School 16
b. Maegan Callanan	Sage College	Elementary	Cynthia Kilgallon	School 18
c. Stephanie Cash	Sage College	Elementary	Cynthia Kilgallon	School 18
d. Megan Linzi	Sage College	Elementary	Cynthia Kilgallon	School 18
e. Celinda Nastasi	Sage College	Elementary	Cynthia Kilgallon	School 18
f. Cassandra Palkovic	Sage College	Elementary	Cynthia Kilgallon	School 18
g. Therese Peck-Brigham	Sage College	Elementary	Cynthia Kilgallon	School 18
h. Brittany Serafino	Sage College	Elementary	Cynthia Kilgallon	School 18
i. Casey Snyder	Sage College	Elementary	Cynthia Kilgallon	School 18
j. Meg Magill	SUNY Albany	Library Media	Jamie Holmes	Elementary
k. Jennifer Diveney	College of St. Rose	Special Education	Kellee Bonenfant	DMS
l. Corie Hart	Sage College	English	Melissa Gardner	DMS
m. Taylor Jenkins	SUNY Albany	Mathematics	Nancy Smith	DMS
n. Michael Atkinson	College of St. Rose	English	Jessica Murray	THS
o. Lori Blosser	College of St. Rose	English	Judith Scher	THS
p. Anthony DiTroia	Manhattanville College	Physical Education	Paul Reinisch	THS

q. Jennifer Diviney	College of St. Rose	English	Joanne Boyd	THS
r. Jordan Fernandez	Hartwick College	Mathematics	MaryGrace Tompkins	THS
s. Stephanie Gordon	Sage College	School Counselor	Colleen O'Flaherty	THS
t. Leah Mattice	SUNY New Paltz	Visual Arts	Jeffrey Burger	THS
u. Paige Nadeau	College of St. Rose	English	Jessica Murray	THS
v. Christopher Orozco	College of St. Rose	English	Daniel Hayes	THS
w. Nicole Urso	College of St. Rose	English	Joanne Boyd	THS
x. Barbara Zacharakis	Sage College	School Counselor	Colleen O'Flaherty	THS
y. Charlotte Duval	College of St. Rose	School Psychologist	Holly Toteno	District

6. Unclassified Employee - 2012-13 THS 'Evening School' Sunset Program

<u>NAME</u>	<u>TENURE AREA</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a. Caitlin Ziobrowski	Social Studies	3 hours / day up to 4 days max	\$30.00 / hour

7. Unclassified Employee - 2012-13 DMS 21st Century Program

<u>NAME</u>	<u>POSITION TITLE</u>	<u>SALARY RATE</u>
a. Adanna Andrews	Teaching Assistant	\$26.00 / hour up to 10 hrs / week

8. Unclassified Employee - 2012-13 Spring Musical

<u>NAME</u>	<u>POSITION TITLE</u>	<u>SALARY RATE</u>
a. Charles Mossey	Lighting Design	\$912.00
b. John Vatalaro	Sound Design	\$608.00

9. Unclassified Employee - 2012-13 School 16 Afterschool Program (Building Budget)

<u>NAME</u>	<u>TENURE AREA</u>	<u>SALARY RATE</u>
a. Laura Albright	General Special Education	\$31.00 / hr up to 4 hrs / wk max
b. Carrie Dwyer	Elementary	\$31.00 / hr up to 4 hrs / wk max
c. Amye Speirs	Elementary	\$31.00 / hr up to 4 hrs / wk max
d. Scott Thompson	Elementary	\$31.00 / hr up to 4 hrs / wk max
e. Gail Nizinkirck	Elementary (Substitute Teacher)	\$31.00 / hr up to 4 hrs / wk max

10. Unclassified Employee - 2012-13 THS Regents Prep

<u>NAME</u>	<u>TENURE AREA</u>	<u>SALARY RATE</u>
a. Elizabeth Willson	English	\$30.00 / hr up to 3 hrs / wk max
b. Eduardo Gutierrez	Mathematics	\$30.00 / hr up to 3 hrs / wk max
c. Eleni Karanassiu	Mathematics	\$30.00 / hr up to 3 hrs / wk max
d. MaryGrace Tompkins	Mathematics	\$30.00 / hr up to 3 hrs / wk max
e. Kim Bruton	Science	\$30.00 / hr up to 3 hrs / wk max
f. Justin Haviland	Science	\$30.00 / hr up to 3 hrs / wk max
g. Meghan Kuhn	Science	\$30.00 / hr up to 3 hrs / wk max
h. Karen Loatman	Social Studies	\$30.00 / hr up to 3 hrs / wk max
i. Caitlin Ziobrowski	Social Studies	\$30.00 / hr up to 3 hrs / wk max

11. Unclassified Employee - 2012-13 Substitutes

a.	<u>NAME</u>	<u>CERTIFIED</u>	<u>UNCERTIFIED</u>	<u>TEACHING ASST</u>		<u>HOME TUTOR</u>	
				<u>Certified</u>	<u>Uncertified</u>	<u>Certified</u>	<u>Uncertified</u>
		<u>(\$100.00 / day)</u>	<u>(\$90.00 / day)</u>	<u>\$12.00 / hour)</u>		<u>(\$31.00 / hour)</u>	
	Carly Bennett					X	
	Jillian Hirsch		X				
	Anne Millington				X		

- b. 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 Vanessa Kavanagh as a home tutor effective September 1, 2012 through December 21, 2012.

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

Mrs. Wager-Rounds made a motion for Consent Agenda on Items 1-4.

Second: Mr. Strang

Carried: 9-0

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 - Recall

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFEC DATE</u>	<u>SALARY RATE</u>
a. Kathleen Talham (Retire J. Ielapi)	Typist	100%	PPS/Special Ed	1/3/13	\$39,519 (prorated) (S-5, Gr 11A)

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. Rebecca Ramsey	Maria College	Occupational Therapy	Holly Lockrow	Elementary
b. Justin Rebhun	Clarkson University	Physical Therapy	Michelle Gladd	Elementary

3. 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)
Anne Millington			X	X	
James Nash			X	X	
Rochelle Pringle					X

4. 2012-13 Volunteers

SCHOOL 2

Darrien Banks

Emma Willard Faculty / Students

Lisa Grefe

Ruby Collins

Kiki Cunningham

Heidi Dehnert

Cara DePan

Shannon Doin

Morgan Freehafer

Camilla Garcia Munoz

Karen Kibler

Marianne Lacie

Ana Orvananos

Fernanda Romano

Cristina Sustaeta Porres

RPI Faculty / Students

- a. 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 Men's Ice Hockey Athletic Program's head coach (Seth Appert), assistant coaches (Bryan Vines & Nolan Graham) and players (27) to volunteer to work with students at Troy City School District throughout the 2012-13 school year.

- b. 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 Men's Basketball Athletic Program's head coach (Mike Griffin), assistant coach (Matt Kelly) and players (17) to volunteer to work with students at Troy City School District throughout the 2012-13 school year.
- c. 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 Cross Country Athletic Program's head coach (John Lynch), women's team (16) and men's team (24) to volunteer to work with students at Troy City School District throughout the 2012-13 school year.
- d. 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 Track & Field Athletic Program's head coach (Colin Troy), women's team (29), and men's team (59) to volunteer to work with students at Troy City School District throughout the 2012-13 school year.

XI. SUPERINTENDENT'S RECOMMENDATIONS - PROGRAMS (reviewed by J. Carmello)

Mrs. Wager-Rounds made a motion for Consent Agenda on Items 1-3.

Second: Ms. Walsh

Carried: 9-0

- 1. Contract - The Research Foundation (SUNY) (Addendum I)

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 a contract with The Research Foundation for professional development of Phase I and Phase II web-based series on ISA/Rtl from January 22, 2013 through April 30, 2013 in the amount of \$9,450 to be paid from Title I funds.

- 2. Contract - Vanderhyden Hall (Addendum II)

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 a contract with Vanderhyden Hall for special education services for (1) student for 1:1 aide from October 18, 2012 through June 30, 2013 at a rate of \$89.43 per day to be paid from special education funds.

- 3. Special Education Placements (Addendum III)

BE IT RESOLVED, that the Committee on Special Education has submitted to the Board of Education students having the registration numbers as listed in the attached addendum in classes for students with special needs.

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

Mrs. Wager-Rounds made a motion for Consent Agenda on Items 1-4.

Second: Mr. Strang

Discussion: Mr. Tuttmann asked for more information regarding Item 2. This was a change order for the Capital Project. Mr. Lorcher explained it was for asbestos removal.

Carried: 9-0

1. Financial Reports (November) (Addendum IV)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves the following financial reports:

- a. Budget Transfers
- b. Internal Claims Auditor Report
- c. Treasurer's Report
- d. Budget Status Reports
- e. Student Activity Fund

2. Change Order

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

<u>Vendor</u>	<u>Order No.</u>	<u>Change Amount</u>
Danair, Inc.	AA-12	\$26,107.00

3. Surplus Equipment (Addendum V)

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent, declare the attached list of computers, printers and fax machines as surplus and no longer necessary for educational use, and therefore removed from all of the buildings. This equipment can no longer be upgraded to meet the new software requirements of today.

4. Donations

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

<u>Donor</u>	<u>Purpose</u>	<u>Amount</u>
Kiwanis Club of Troy	PS14 visit to Fawn Ridge Nursing Home	\$53.00
Carroll Hill PTO	CHS Reading Club to Cooperstown	\$185.50
School 18 - C. Kilgallon	PS18 field trip to Russell Sage	\$53.00

XIII. BOARD RESOLUTIONS

Mrs. Wager-Rounds made a motion for Consent Agenda on Items 1-3.

Second: Mr. Strang

Carried: 9-0

1. Approve Policies (Addendum VI)

- a. School Involvement in Political Activities 1310
- b. Voting Procedures 2120
- c. Agenda Format 2341
- d. Agenda Preparation and Dissemination 2342
- e. Organization of Instruction 4100

- f. Cocurricular and Extracurricular Activities and Eligibility 5200
- g. Interscholastic Sports 5280
- h. Student Records 5500
- i. School Building Safety 8110

2. Abolish Policy

- a. Consent Agenda 2341.1 (merge with 2341)

3. MOA with CSEA for Transition Services

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, NY hereby authorizes the Superintendent to prepare a Memorandum of Agreement between the District and CSEA for transition services in the Business

XIV. FUTURE MEETINGS

- 1. January 16, 2013 at 6:00 pm (PS1) - Workshop Meeting
- 2. February 6, 2013 at 7:00 pm (PS16) - Regular Meeting
- 3. February 27, 2013 at 6:00 pm (PS1) - Workshop Meeting

XV. MOVE TO EXECUTIVE SESSION

At 8:00 pm the public session concluded. Mrs. Wager-Rounds made a motion to move to Executive Session for a contractual matter. Motion was seconded by Mr. Strang and carried 9-0. Dr. Howard and Mrs. O'Grady-Parent also attended.

XVI. ADJOURN

At 8:50 pm the Executive Session was adjourned.

Respectfully submitted by,

Mary Beth Bruno
Board Clerk