

THE ENLARGED CITY SCHOOL DISTRICT OF TROY, NY

**TODAY'S
STUDENTS.**



**TOMORROW'S
LEADERS.**

BOARD OF EDUCATION

Date of Meeting: January 23, 2013
Type of Meeting: **WORKSHOP**
Location: School 1
Time: 6:00 pm
Executive Session following workshop

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
Mr. Tom Mayo
Mr. Jason Schofield
Mr. Michael Tuttman
Ms. Martha Walsh

Members Absent: 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. Kathleen Cietek, Treasurer
Ms. Kathy Ahearn, School Attorney
Mr. Greg Guercio, School Attorney

Citizens Advisory
Committee: Mrs. Mary Ellen Adams
Mr. David Heyward
Mr. Ken Hughes
Mr. Tom Meyer
Mrs. Jeannie Steigler

CAC Absent: Mr. Richard Ellis

III. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS

There were no public comments.

NON-ACTION ITEMS

IV. BUSINESS FINANCE REPORT

Treasurer's Report - Kathleen Cietek reported on December 2012 financial statements. She highlighted the general fund. Projections have begun for the rest of this year and we anticipate using \$478,018 of the appropriated fund balance. This number could change as the year progresses if the revenue increases or expenses decrease. We are working with Sodexo to coordinate submitting invoices for payment. Contractual expenses shown in December report only reflect payments made for September and October invoices. All accounts have been reconciled. The balance of the general fund is \$8.9 million.

V. 2013-14 BUDGET DEVELOPMENT

Draft 1 of the 2013-14 budget was distributed to BOE members. Mr. Carmello made a power point presentation regarding the first stage of budget development. Draft 1 proposes a budget of \$99,998,448 with increase of \$6,845,188 from last year. This includes a rollover of the 2012-13 budget, all built-in cost increases and requests from building administrators. A separate list of the requests will be sent to BOE in their Friday report as well as a copy to Citizens Advisory Committee. Cost increases include salaries, benefits, BOCES and charter school tuition. District is in negotiations with CSEA and TTA. Retirement rates will be increased from last year; these rates are set by New York State.

Charter School tuition is set at \$15,986 per students (same as last year). 2012-13 charter school costs were budgeted at \$12,371,054 and we have already exceeded this. We are taking steps to ensure that we are only paying for Troy students by verifying valid residency. We are planning recruitment efforts to bring back our students to Troy Schools.

Other factors impacting the budget are upgrades to the technology infrastructure and hardware, PARCC and improvements to safety and security in our schools. In response to the Newtown, CT tragedy, Mr. Carmello met with Questar and toured our buildings. We will need upgrades to security cameras. There is a possibility of money for technology upgrades left over from the Capital Project.

Next steps include: Administration will prioritize all new requests; offer another retirement incentive; joint bid for shared transportation with Lansingburgh; continue to implement recommendations for Special Education based on Futures report.

State budget figures were just released. It appears there will be 2.7% increase from our total budgeted aid last year. Mr. Carmello reminded the BOE that this is an estimate and we need to verify numbers. There will be tough choices and difficult decisions ahead.

Discussion: Mr. Tuttmann asked questions about Draft 1. Athletics shows an increase of \$40,000.

This number includes amount restored early in 2012 school year. Many changes from last year are a result of coding. More detail will be available as we go through the process. No positions or programs have been cut in Draft 1.

Mrs. Steigler requested the savings be calculated for transportation if we reduced distance to 1.5 miles. Ms. O'Neill will look into this. Ms. Clinton noted she read an article that New York State has the highest transportation costs.

VI. REVIEW ANTI-BULLYING PROCEDURES

Dr. Howard provided Board members with information in the Friday packet about anti-bullying programs in each building. He stated that each school has a program in place that addresses anti-bullying such as their character education program. Mr. Carmello added that under new Dignity for All Students Act, a DASA coordinator was appointed for each building; however, it is not managed centrally. He holds regular meetings with DASA coordinators and discussions are proactive. Ms. Ahearn added the DASA will be updated again in July 2013 and we will have to amend our policy.

Discussion: Mr. Mayo feels each building has different levels of the problem. Mr. Tuttmann would like to see this be a district-wide initiative and would like to explore a way for students to make anonymous reports of bullying. He stated children are savvy to social media and there is a potential for bullying online. Mr. Carmello responded that Media Specialist Jamie Holmes is conducting a district-wide workshop with elementary students regarding digital citizenship and proper behavior when using social media. He will bring Mr. Tuttmann's concerns to Administrative Council to get additional ideas.

Mrs. Clinton head some teachers allow texting and facebook pictures are taken during the school day. Our policy is not being enforced.

ACTION ITEMS

VII. SUPERINTENDENT'S RECOMMENDATIONS (Reviewed by J. Carmello)

Mrs. Wager-Rounds made a motion to withdraw Item 1(b).

Second: Mr. Strang

Carried: 8-0

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

Second: Mr. Strang

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 unclassified personnel actions:

1. Unclassified Employee - Temporary Appointments

<u>NAME</u>	<u>TENURE AREA</u> <u>POSITION TITLE</u>	<u>%</u> <u>SERVICE</u>	<u>ASSIGN</u>	<u>EFFECTIVE</u> <u>DATES</u>	<u>CERT</u> <u>STATUS</u>	<u>SALARY</u> <u>RATE</u>
a. Kate Panicca (J. Hanusik-Spadoni)	Speech - Remedial	100%	CHS	1/28/13 - 6/30/13	Speech & Language Disab, Initial	\$44,500 (prorated) (S-1, Col E)
b. Kathleen Burns WITHDRAWN	Interim Director Pupil Services	100%	District	7/1/13-6/30/14	SDA	\$450.00 per diem

2. Unclassified Employee - Transfer (for notification purposes only)

<u>NAME</u>	<u>TENURE</u>	<u>FROM</u>	<u>TO</u>	<u>EFFECT DATE</u>
Carol Bazan	Mathematics	DMS	School 1	1/28/13

Mrs. Wager-Rounds made a motion to approve the following resolution (addition to agenda).

Second: Mr. Strang

Carried: 8-0

3. Interim Director of Pupil Personnel Services

BE IT RESOLVED that, upon the recommendation of the Superintendent, the Board of Education of the Enlarged City School District of Troy hereby re-appoints Kathleen Burns as Interim Director of Pupil Personnel Services for a term of one year, effective July 1, 2013, and upon the same terms and conditions currently governing her employment with the District, said appointment subject to the approval of the Commissioner of Education of Ms. Burn's application for a waiver pursuant to Retirement and Social Security Law § 211,

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

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

Second: Mr. Strang

Discussion: Mr. Mayo requested more information about the Deputy Treasurer's responsibilities. Ms. O'Neill stated this position will be shared with Lansingburgh 40% and Troy 60%. We will bill Lansingburgh for their portion of the salary.

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 Employees - Provisional Appointment

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECT DATE</u>	<u>SALARY RATE</u>
Sarah Conyers	Deputy Treasurer	100%	Business Office	2/25/13	\$50,000

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

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

Second: Mr. Strang

Discussion: This contract is for professional development in technology for teachers.

Carried: 8-0

A. Contract - Digital Literacies (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 Digital Literacies for professional development services relating to use of iPads, computers and technology integration for the period of January 30, 2013 through June 30, 2013 in an amount not to exceed \$10,000 to be paid from Learning Technology grant.

IX. BOARD RESOLUTIONS

Mrs. Wager-Rounds made a motion to approve Items A-D.

Second: Mr. Strang

Discussion: **Item A.** Mr. Mayo asked where Special Education will be moved. Dr. Howard said a new location is still being researched. Dr. Howard has toured School 12 and has worked out a preliminary plan. We are still looking into a kindergarten program at School 12. Ms. Clinton expressed concern about so many offices moving over the summer. Dr. Howard said the Capital Project will cover expenses for moving. It is a complicated time line but it can be accomplished.

Item B. Mr. Tuttman noted that Policy 8110 references requirements of other emergency policies and asked if the committee will oversee building safety as well as emergency plans. Dr. Howard replied that there will be a Director of Facilities and Safety to oversee this. Mr. Tuttman would like a Board representative on this committee. Dr. Howard stated that would not be necessary because the Board will approve all actions of the Committee.

Carried: **8-0**

A. Approve Building Use Committee Recommendations (presented at BOE Mtg. 1-2-13)

BE IT RESOLVED that, upon the recommendation of the Superintendent and Building Use Committee, the Board of Education shall approve the following actions:

1. PS 12 used to house Central Administration, Alternative Learning Program and PreK classes
2. sell or lease School 1 facility located at 2920 Sixth Avenue
3. raze Zak House located at 1728 Tibbits Avenue

B. Create District Safety Committee (Policy 8110 School Building Safety)

BE IT RESOLVED that, upon the recommendation of the Superintendent, the Board of Education shall create a District Safety Committee for the purpose of promoting a safe and secure learning environment in accordance with Policy 8110.

C. MOA with CSEA for Transition Services (BOE 1-2-13) (Addendum II)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, NY hereby approves the Memorandum of Agreement between the District and CSEA for transition services in the Business Office.

D. Stipulation of Settlement - IHO Matter

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy approves the payment of attorneys' fees pursuant to a Stipulation of Settlement in an Impartial Hearing involving the Student referenced in confidential Schedule "A".

X. **TTA RETIREMENT INCENTIVE** (*addition to agenda*)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy authorizes the Superintendent to execute a Memorandum of Agreement with Troy Teachers Association regarding a retirement incentive as modified in Executive Session on January 23, 2013.

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

Second: Mr. Strang

Discussion: Dr. Howard has been working on a retirement incentive with Troy Teachers Association. Last year \$300,000 was saved in revenue from such an incentive. TTA and TAA are both interested in pursuing this. He was approached by TTA to accommodate those who wish to retire at age 55 as of June 30th and those who turn 55 between 7/1-12/31/13. This could result in additional savings.

Mr. Greg Guercio, School Attorney, explained that the document distinguishes individual eligibility by June 30th but those not be old enough to draw benefits. The resolution would direct if the Board wants to authorize the Superintendent to modify the agreement. In summary the Board agrees to the incentive except for whether both groups need to retire. This will be discussed in further detail during Executive Session.

Carried: 7-1 (Ms. Clinton voted no)

XI. FUTURE MEETINGS

- January 31, 2013 - Education Advocacy Effort 6:30 - 8:30 pm (Columbia HS) - public invited
- February 6, 2013 (PS16) - Business Meeting at 7 pm
- February 27, 2013 (PS1) - Workshop at 6 pm (Note: 4th Wednesday)

Mrs. Rounds asked the Board if they were interested in a follow-up Retreat with Mr. Fred Miller and the Kallel Jamison Group. Available dates are Saturday, March 2 or March 9, 2013. If six BOE members are able to attend, we will hold the Retreat.

XII. MOVE TO EXECUTIVE SESSION

At 7:40 pm Mrs. Wager-Rounds made a motion to move to Executive Session for the purpose of pending litigation and advice from counsel on negotiations with bargaining units. This was seconded by Mr. Mayo and carried 8-0. Also attended were Dr. Howard, Mr. Carmello, Ms. O'Neill, Ms. Ahearn and Mr. Guercio.

XIII. ADJOURN

At approximately 8:45 pm the meeting was adjourned.

Respectfully submitted by,

Mary Beth Bruno
Board Clerk