



**BOARD OF EDUCATION
MINUTES**

Date of Meeting: December 17, 2014
Type of Meeting: **WORKSHOP MEETING**
Location: School 16

I. MEETING CALLED TO ORDER

At 5:00 pm Mr. Schofield called the meeting to order.

II. ROLL CALL

Members Present: Mrs. Ann Apicella
Mrs. Carol Harvin
Mr. Tom Mayo
Mr. Jason Schofield
Mr. Bill Strang
Mr. Michael Tuttman
Mrs. Anne Wager-Rounds

Members Absent: Ms. Elizabeth Denio
Ms. Mary Marro-Giroux

Also Present: Mr. John Carmello, Superintendent of Schools
Dr. Donna Watson, Assistant Superintendent
of Curriculum and Instruction
Ms. Mary O'Neill, Assistant Superintendent for Business
Mrs. Kristen Miaski, Director of Human Resources
Ms. Kathleen Cietek, District Treasurer
Mr. Terry Blanchfield, Interim Superintendent for Business
Mrs. Erin O'Grady-Parent, School Attorney

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

III. EXECUTIVE SESSION

Mr. Schofield made a motion at 5:00 pm to move to Executive Session regarding an appeal to a Superintendent's decision in a student disciplinary matter. Invited in were Mr. Carmello, Dr. Watson, Ms. O'Neill, Mr. Blanchfield, Mrs. Miaski and Mrs. O'Grady-Parent.

IV. PUBLIC SESSION

At 6:00 pm Mr. Schofield called the public session to order with the Pledge of Allegiance. Mr. Schofield welcomed members of the Citizens Advisory Committee and thanked them for serving

V. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS

None.

NON- ACTION ITEMS

VI. 2015-16 BUDGET DEVELOPMENT OVERVIEW

Mr. Carmello introduced Terry Blanchfield as new Interim Superintendent for Business. Tonight is the last Board meeting for Mary O'Neill after 13 years with the District.

Mr. Carmello gave an overview of the District's budget. He stated that Troy is very dependent on State aid as 50% of our revenue; most districts get 20% in aid. Our tax base is unique and State reductions have a big impact on Troy. There is a new formula for Foundation Aid which will help small city districts like Troy. Since 2007/08 we have been underfunded \$37,291,778. There is a pending lawsuit filed by Schenectady CSD which could benefit Troy regarding funding discrimination.

GAP elimination is getting better. State aid lost since 2009/10 is less each year; however, loss total for this period is \$22,039,910. Educational Conference Board projects \$1.9 billion increase I total aid is needed for 2015-16 to maintain current programs and students. They propose an accelerated end to the Gap Elimination Adjustment and return to a functioning Foundation Aid formula. The NYS Board of Regents approved a proposal for \$2 billion increase in State aid for 2015-16 as well as a reduction of the GEA and more equitable funding for schools. The \$2 billion increase is consistent with the \$1.9 billion that was recommended by NYS Education Conference Board. NYS's economy has improved and there is a one-time \$5 billion surplus in this year's state budget.

2015-16 Budget process has begun with meeting with principals and administrators. They are working on "wish list based on program analysis and data-driven decisions. Draft 1 of the budget will be presented at the January 21, 2015 workshop meeting.

VII. SCHOOL 16 PRINCIPAL'S PRESENTATION - T. FORD

Principal Tracy Ford gave an overview of student growth on NYS assessments at School 16. He was proud to report that students have improved from 2013-14 to 2014-15 as follows: ELA (3-6) 16% to 20%; Math Grades 3-6) 21% to 26%; Science (Grade 4) 85% to 89%. School 16 was identified as a "School in Good Standing" for 2014-15; they have been removed from LAP Designation for special education cohort (2013-14 school year). School 16's Turnaround Room has helped handle discipline issues internally and had a positive impact on suspensions from last year: OSS 43 reduced to 12; ISS 0 to ISS 81.

There are exciting efforts for School Turnaround. School goals are aligned with district expectations of increasing academic achievement on NYS Exams. Programs include PST Committee and RtI Development Project; Building RtI Data mtgs., School Leadership Team; implementation of Rally Education resource materials, Turnaround Room, mention Program and Emma Willard tutoring program. Also district-wide master schedule; shifts in reading services and group based on assessment data; sharing literacy coach support for classrooms; and Rally Education supplemental materials.

Dr. Ford further stated that School 16 includes Teacher Leadership. All staff take an active role in our student's success: Literacy Coach, Math Curriculum Leader, ELA Curriculum Leader, SDM Committee, PBIS Committee, RtI/PST Team, COMPASS Team, Technology Committee and Building Safety Committee.

Discussion - Mr. Tuttmann asked if students are taught test-taking skills. Dr. Ford replied that students are exposed to tests to make them comfortable, they are walked through the process thoroughly. Mr. Mayo said the numbers are impressive. Mrs. Wager-Rounds asked if other schools do an ISS program; not yet - Dr. Ford does this on his own and it is going very well. Mrs. Apicella asked if students are doing classwork while in ISS. Dr. Ford said yes, but if student is not successful, he/she will be sent home.

VIII. TREASURER'S REPORT - K. CIETEK

November Financials - Kathleen Cietek, District Treasurer reported that budget transfers are salary-related and due to purchase order encumbrance adjustments. The Internal Claims Auditor reviewed 412 checks totally approximately \$5.6 million.

The General Fund and School Lunch are both are track. We are working on the year end projection for December reports. There are 13 grants approved and 3 under review in Special Aid. The Treasurer's Report have all been reconciled.

IX. POLICY REVIEW

- A. Mr. Carmello reviewed policies reviewed by Committee on November 25, 2014. NYSSBA requested further updates to policies which were recently revised due to changes in law. Policies 4526 and 6700 will be tabled to the next meeting until our school attorneys can review them.

Mr. Tuttmann asked about Student Wellness Policy and if loss of recess time will be used as a punishment. Mr. Carmello said that is correct; rescinding recess may not be used as a punishment. Mr. Tuttmann felt it is fair to take away recess time if necessary. According to this policy, the Board designates the Director of Athletics, Health and Safety to ensure provisions are implemented. Mr. Tuttmann asked if Mr. Reinisch had enough time to do this; Mr. Carmello said he did. Mr. Tuttmann also raised concerns that teachers have to purchase copy paper with their own money. Mr. Carmello responded that copy paper is provided by the district; some teachers may choose to make purchases on their own but classrooms are adequately supplied.

For revision:

4526 Computer Use in Instruction	[HOLD]	NYSSBA update
4526R Computer Use in Instruction Regulation	[HOLD]	NYSSBA update
5405 Student Wellness		NYSSBA update
6700 Purchasing	[HOLD]	NYSSBA update
6700 Purchasing Regulation	[HOLD]	NYSSBA update
8000 Support Services Goals		no changes
8115 Pesticides and Pest Management		new
8330 Authorize Use of School Owned Materials		new
8332 District Cellular Phones		NYSSBA update

For abolishment:

7700 Facilities Renovations	replaced with 8220
8110 Buildings and Grounds Inspections	replaced with 8220
8120 Accident Prevention and Safety Procedures	procedural
8120.2 Safe Use of Hazardous Chemicals	procedural
8220.2 R Safe Use of Hazardous Chemicals	procedural
8211 Access to Buildings	procedural

ACTION ITEMS

X. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

A. Staff Matters - Unclassified (Reviewed by D. Watson)

Mr. Schofield made a motion to approve Items 1-7 as a Consent Agenda.

Second: Mr. Strang

Carried: 7-0

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 - Leave of Absence (w/o pay)

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a. Lyndsay Cooper	Special Ed - General	100%	PS-2	12/15/14

2. Unclassified Employee - Temporary Appointment

<u>NAME</u>	<u>TENURE AREA / POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>EFFEC DATE</u>	<u>CERT STATUS</u>	<u>SALARY RATE</u>
a. Jessica Engel	Teaching Assistant	100%	PS-2	1/5/15 -6/30/15	Early ChildEd B-2, Prof	\$24,750+\$7,000 (S-1+stipend prorated)
b. Analusette Shaello (Resign J.Wild)	Community School Facilitator	100%	PS-2	1/5/15 - 6/30/15		\$54,850 (prorated)
c. Elizabeth Edwards (LOA C.Borkowski)	Remedial Reading	100%	PS-2	1/5/15 - 6/30/15	Literacy B-6, Initial	\$44,500+\$13,000 (S-1, C-E+stipend prorated)

3. Unclassified Employee - 2014-15 Student Interns (Unpaid)

<u>NAME</u>	<u>COLLEGE</u>	<u>AREA OF STUDY</u>	<u>SUPERVISOR</u>	<u>ASSIGN</u>
a. Kodi Kibler	SUNY Albany	Mathematics	Nancy Smith	TMS
b. Jeffrey Lasher	SUNY Albany	Mathematics	Nancy Smith	TMS
c. Emily Giroux	College of St. Rose	English	Jessica Murray	THS
d. Lauren Miller	College of St. Rose	School Counselor	Colleen O'Flaherty	THS
e. Eric Ouellette	Sage College	School Counselor	Christine Dauphinais	THS
f. Matthew Risler	College of St. Rose	Social Studies	Richard Steinbach	THS
g. Jeffrey Schwartz	SUNY Albany	Social Studies	Matthew Chapkosky	THS
h. Martin Springfield	SUNY Albany	Social Studies	Matthew Chapkosky	THS
i. Matthew Pothier	SUNY Albany	Mathematics	Carol Bazan	PS-12
j. Debra Schildt	SUNY Albany	Mathematics	Carol Bazan	PS-12

4. Unclassified Employee - 2014-15 Mentor-Mentee Appointments

<u>MENTEE</u>	<u>TENURE AREA</u>	<u>MENTOR</u>	<u>ASSIGN</u>	<u>EFFEC DATE</u>	<u>SALARY RATE</u>
a. Lyndsay Cooper	Special Ed- General	Deborah Sheerer	PS-2	9/1/14 - 12/1/14	\$1,250.00 (prorated)
(amend effective dates BOE Agenda 9/3/14, page 3)					
b. Lyndsay Cooper	Special Ed- General	Carolyn Borkowski	PS-2	12/2/14 - 6/30/15	\$1,250.00 (prorated)

5. Unclassified Employee - 2014-15 Professional Development

a. P-Tech Curriculum Writing

Ann Capobianco

\$31.00 / hour up to 25 hours (P-Tech Grant)

6 Unclassified Employees - 2014-15 January Regents Prep

<u>NAME</u>	<u>TENURE AREA / CERTIFICATION</u>	<u>SALARY RATE</u>
a. Daniel Hayes	English	\$31.00 / hour up to 3 hrs / week
b. Eleni Karanassiu	Mathematics / Geometry	\$31.00 / hour up to 3 hrs / week
c. Justin Haviland	Science / Biology	\$31.00 / hour up to 3 hrs / week
d. Rose Gorman	Social Studies	\$31.00 / hour up to 3 hrs / week
e. Karen Loatman	Social Studies / US History	\$31.00 / hour up to 3 hrs / week

7. Unclassified Employees - 2014-15 Substitutes

<u>NAME</u>	<u>ADMIN</u> (\$400 / day)	<u>TEACHERS</u>		<u>TEACHING ASST</u>		<u>HOME TUTOR</u>	
		<u>Certified</u> (\$100 / day)	<u>Uncertified</u> (\$90 / day)	<u>Certified</u> (\$12.00 / hour)	<u>Uncertified</u> (\$12.00 / hour)	<u>Certified</u> (\$31.00 / hour)	<u>Uncert</u> (\$31.00 / hour)
Sarah Adkins				X			
Tijana Markovic							X
Karen Martin		X				X	
Stacey Shelhamer		X					

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 1-3 as a Consent Agenda.

Second: Mr. Strang

Carried: 7-0

1. Classified Employee - Summer School Nurse Work

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATES</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a. Sbah Sindhu	District	8/1/14 - 8/29/14	up to 10 hours	\$22.86 / hour

2. Classified Employee - 2014-15 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>MAINTENANCE</u> (\$11 / hr)
Sarah Adkins	X				
Maxwell Carey			X		X
Margaret Davey	X				
Virginia Marshall			X	X	
April Sibert	X		X	X	

3. 2014-15 Volunteers

RPI Athletics (Football)

Brandon Cook	Kyle Gross	Eric McCabe	Matt Raczak
Peter Duval	Bryan Hayes	Mitchell McDade	Michael Walters
Teague Florio	Lucas Hearn	Luke Moran	Trevor Watts
Gino Gasbarro	Christian Kapp	Michael Normile	Jamie Yaskanich
Mark Grimes	Philip Lanieri III	Anthony Pilla	(Volunteers continued to next page)
<u>Emma Willard</u>		<u>PS-16</u>	<u>TMS</u>
Katelyn Hinchliffe	Grace Mitzen	David Brisson	Mickayla Nadeau

XI. SUPERINTENDENT'S RECOMMENDATIONS - PROGRAMS (reviewed by D. Watson)

Mr. Schofield made a motion to approve Items 1-2 as a Consent Agenda.

Second: Mr. Strang

Carried: 7-0

1. Contract - Berkshire Union Free School District (2014-15) (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 Berkshire Union Free School District for (1) student from October 15, 2014 through June 30, 2015 in the amount of \$42,885.00 for 10 months to be paid from Special Education funds.

2. Contract - Capital District Beginnings (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 Capital District Beginnings for interpreter services from September 1, 2014 through June 30, 2015 at a rate of \$30.00 per half-hour per student to be paid from Special Education funds.

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

Mr. Schofield made a motion to add the Designation of Authorized Signature of Checks resolution to the agenda as number 2.

Mr. Schofield made a motion to approve Items 1-2 as a Consent Agenda.

Second: Mr. Strang

Discussion: Thank you to Ms. O'Neill for helping get funding for the playground. We are planning a Spring installation at School 2. \$125,000 has been allocated to include new equipment, benches, fencing and basketball court.

Carried: 7-0

1. School 2 Playground Equipment

BE IT RESOLVED, that the Board of Education hereby accepts the recommendation of the Superintendent to enter into an agreement with The National Purchasing Partners Cooperative for the purpose of competitive pricing for a one-time purchase of playground equipment for School 2, located at 110 Tenth Street.

BE IT FURTHER RESOLVED, that such playground equipment be purchased from Playworld System at a price not to exceed \$125,000 to be paid from School Lunch funds.

2. Designation of Authorized Signatures of Checks (Education Law 2523) (green sheet)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the signature of District Treasurer, Kathleen Cietek and Deputy Treasurer, Sarah Conyers, each individually, as authorization for checks, and be it

FURTHER RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve checks to be signed with the facsimile signature of the District Treasurer and Deputy Treasurer, as reproduced on the check signer.

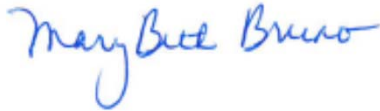
XIII. FUTURE MEETINGS

1. January 7, 2015 at 7 pm (TMS)
2. January 21, 2015 at 6 pm (School 18)
3. January 26, 2015 at 6 pm (TMS) *Exec. Session only*

XIV. ADJOURN

At 6:45 pm Mr. Schofield made a motion to adjourn the meeting. This was seconded by Mr. Strang and carried 7-0.

Respectfully submitted by,



Mary Beth Bruno
Board Clerk