



ENLARGED CITY SCHOOL DISTRICT OF

TROY

TODAY'S STUDENTS. TOMORROW'S LEADERS.

BOARD OF EDUCATION

475 First Street
Troy, NY 12180

BOARD OF EDUCATION MINUTES

Date of Meeting: October 21, 2015
Type of Meeting: **REGULAR MEETING**
Location: School 16

I. MEETING CALLED TO ORDER

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

II. ROLL CALL

Members Present: Mr. Jason Schofield, President
Mr. Tom Mayo, Vice President
Mrs. Ann Apicella
Ms. Elizabeth Denio
Mrs. Carol Harvin
Ms. Mary Marro-Giroux
Mr. Bill Strang
Mrs. Anne Wager-Rounds

Members Absent: Mr. Michael Tuttmann

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

III. EXECUTIVE SESSION

Mr. Schofield made a motion at 5:30 pm to move to Executive Session regarding pending litigation. Invited into Executive Session were Mr. Carmello, Dr. Watson, Mr. Hotaling, Ms. Miaski and Mrs. O'Grady-Parent.

IV. PUBLIC SESSION AND DISTRICT NEWS

At 6:00 pm Mr. Schofield called the meeting to order with the Pledge of Allegiance. Mr. Schofield shared the following news: Troy will host a Career Expo on October 22nd; Troy Riverfront P-Tech students were featured in a television commercial; School 2 welcomed Troy Public Library and Rensselaer County Literacy Volunteers to a recent P.R.O.M.I.S.E. event and School 16 will have Family Pasta Night on November 3rd. Mr. Carmello added that Section II is requiring \$6 admission fee for sectionals - unfortunately this includes students.

V. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS

None.

NON-ACTION ITEMS

VI. SUPERINTENDENT'S REPORT - J. CARMELLO

Mr. Carmello said he recently attended the annual NYSSBA Convention in NYC with Board members. October 26-30, 2015 is Board Recognition Week and he thanked the Board for their service. Elementary students prepared cards of appreciation. Mr. Carmello provided Board members with a Governor's proclamation.

VII. SCHOOL 16 PRINCIPAL PRESENTION - T. FORD

Dr. Tracy Ford presented on the progress made at School 16 which has shown increased proficiency since 2012. School 16 was identified as a school in Good Standing for 2015-16 and LAP Designation for Special Education has been removed. School 16 has shown growth on New York State assessments in 2014-2015 with 24.8% ELA Proficiency for Grades 3-5 and 39.9% Math proficiency. Students are believing in themselves. Discipline data also demonstrated improvement with fewer incidents and suspensions.

Dr. Ford stated that School 16's goals are aligned with district expectations of increased academic achievement. He noted that School Turnaround efforts include teacher leadership such as Literacy Coach, Math and ELA Curriculum Leaders, RTI/PST Team, Technology Committee, Building Safety Committee and School Leadership Team. He thanked the Board and his staff for their support.

Mrs. Wager-Rounds said she was very happy to hear that School 16 changed their school colors to purple and gold.

VIII. TREASURER'S REPORT - K. CIETEK

Ms. Kathleen Cietek, District Treasurer, reported on the September 2015 financials. She stated that budget transfers were related to encumbering of BOCES services and development of individual curriculum budgets for the curriculum leaders. The internal claims auditor reviewed 406 checks totaling \$3.1 million.

The General Fund is on target to hit our revenues and expenditures. Lunch Fund has an increase in the unestimated revenue category due to a refund check from Sodexo for 2014-15. Special Aid fund has (6) grants approved and (7) under review.

Ms. Cietek reported on the Treasurer's Report that all accounts have been reconciled.

Discussion - Mr. Schofield asked how the District handles uncashed checks. Ms. Cietek explained that 3-4 letters are sent, the final letter via certified mail. The District accounts for uncashed checks for 7 years. Mr. Hotaling added the District is not required to file as "unclaimed funds" and money can go back into the general fund after that time.

IX. SUPERINTENDENT'S REPORT

Policy Review - Mr. Carmello reported on two policies reviewed by the Committee on September 29th.

6640 Accounting of Fixed Assets and Inventories - Threshold was increased from \$500 to \$1000. All technology valued at \$150 or more is inventoried.

6700 Purchasing - "Piggybacking" language has been added to allow us more buying power.

ACTION ITEMS

X. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

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

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 for Consent Agenda on Items 1-7.

Second: Mr. Mayo

Carried: 8-0

1. Unclassified Employee - Leave of Absence

<u>NAME</u>	<u>TENURE AREA / POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a. Eduardo Gutierrez	Mathematics - College Calculus/Statistics	40%	THS	11/24/15 - 12/9/15

2. Unclassified Employee - Resignation

<u>NAME</u>	<u>TENURE AREA / POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a. Adrienne Haase	English	100%	THS	10/21/15
b. Tiffany Gilberti	Teaching Assistant	100%	TMS	11/13/15

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. Cynthia Veeder	Elementary (Grade 2)	100%	PS-14	9/1/15	8/31/18	Elementary N-6, Permanent	\$55,775 (S-12, Col E)
<i>(amend tenure date per BOE Agenda 7/1/15, page 3)</i>							
b. Carrie Tracy	English	100%	THS (Resign A.Haase)	10/22/15	10/21/19	English 7-12, Permanent	\$55,775 (S-12, Col E)

* In order to be eligible for tenure, an individual receiving a probationary appointment as a classroom teacher or building principal must receive annual composite or overall APPR ratings of H or E in a at least three of the four preceding years, and if the individual receives a rating of I in the final year of the probationary period, he or she will not be eligible for tenure at that time.

c. Adrienne Haase	Teaching Assistant	100%	THS	9/1/14	9/14/17	ELA 7-12, Professional	\$25,225 (Step 2)
<i>(reinstate probationary appointment as teaching assistant)</i>							

4. 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</u>
a. Samantha Smith	Teaching Assistant	100%	PS-18 (LOA C.Kennedy)	10/8/15 - 6/30/16	Teaching Assistant, Level I	\$24,750 (prorated) (Step 1)

5. Unclassified Employee - 2015-16 PS-2 After School Program

<u>NAME</u>	<u>TENURE AREA / POSITION TITLE</u>	<u>SALARY RATE</u>
Courtney DeJulio	Special Ed-General	\$1,833 / session up to 3 sessions
Kristen Philpotts	Special Ed-General	\$1,833 / session up to 3 sessions
Jessica Maloney	Teaching Assistant	\$1,533 / session up to 3 sessions

6. Unclassified Employee - 2015-16 CHS LAP & School Improvement

<u>NAME</u>	<u>TENURE AREA / POSITION TITLE</u>	<u>SALARY RATE</u>
Maxine Brisport	School Psychologist	\$31.00 / hour up to 10 hours
Mariana Brunell	Elementary	\$31.00 / hour up to 10 hours
Thomas Carroll	Elementary	\$31.00 / hour up to 10 hours
Lisa DiTroia	School Counselor	\$31.00 / hour up to 10 hours
Shannon Doggett	Remedial Reading	\$31.00 / hour up to 10 hours
Emmalee Olszewski	Elementary	\$31.00 / hour up to 10 hours
Linda Stumbaugh	Remedial Reading / Literacy Coach	\$31.00 / hour up to 10 hours
Dawn Thompson	Teaching Assistant	\$26.00 / hour up to 10 hours

7. Unclassified Employees - 2015-16 Substitutes

<u>NAME</u>	<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>	<u>Certified</u> (\$31.00 / hour)	<u>Uncertified</u>
Emily Ciuk		X				X
Admon Faustin	X					X
Jeffrey Schwartz		X				
Janean Williams	X					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 for Consent Agenda on Items 1 and 2.

Second: Mr. Mayo

Carried: 8-0

1. Classified Employee - Termination

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
Vincenzo Popolizio	Director, Facilities & Security	100%	District	10/23/15

2. Classified Employee - 2015-16 District Sports / Ticket Taker

<u>NAME</u>	<u>SALARY RATE</u>
Glenn Westfall	\$8.75 / hour as needed
Patricia Smith	\$8.75 / hour as needed (amend salary rate, BOE agenda 10/7, page 8)

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

Mr. Schofield made a motion for Consent Agenda on Items 1 -7.

Second: Mr. Mayo

Carried: 8-0

1. Contract - Ahsso Ego African Drumming (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 Ahsso Ego African Drumming for 6-week instruction program and drum rental at School 2 (Project Based Learning program) at a cost of \$1500 to be paid from Community Schools grant.

2. Contract - Loretta Fantroy (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 Loretta Fantroy for 6-week photography workshop and supplies at School 2 (Project Based Learning program) at a cost of \$1132.50 to be paid from Community Schools grant.

3. Contract - Inner City Workshops (Addendum III)

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 Inner City Workshops for 6-week student leadership workshop at School 2 (Project Based Learning program) at a cost of \$3600 to be paid from Community Schools grant.

4. Contract - Iron Will Fitness (Addendum IV)

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 Iron Will Fitness for 6-week program at School 2 (Project Based Learning program) at a cost of \$1850 to be paid from Community Schools grant.

5. Contract - PLC Associates, Inc. (Addendum V)

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 PLC Associates, Inc. for DTSDE Surveys at a cost of \$11,430 to be paid from Title I and SIG 1003a funds.

6. Agreement - University at Albany (Child Research and Study Center) (Addendum VI)

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 practicum agreement with the University at Albany, Child Research and Student Center, for professional development resources at School 2 at no cost to the District.

7. Out-of-State Field Trip/Conference

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves the following out-of-state conference or field trip:

a.	<u>Field Trip</u>	<u>Students</u>	<u>Date</u>	<u>Paid By</u>
	Museum of Science & Cambridge, MA	THS Grade 12	November 5, 2015	students
b.	<u>Conference</u>	<u>Faculty</u>	<u>Date</u>	<u>Paid By</u>
	Shaping Student Mindsets San Francisco, CA	Tracy Ford Lakime Meadows	February 10-14, 2016	Title I funds

XII. SUPERINTENDENT'S RECOMMENDATIONS - BUSINESS FINANCE (reviewed by A. Hotaling)

Mr. Schofield made a motion for Consent Agenda on Items 1 and 2.

Second: Mr. Mayo

Discussion: Mr. Schofield asked the Board if they would like the Auditors to present on the 2014-15 audit. It was agreed that since Mr. Hotaling has met with the Auditors, they do not need to attend a Board meeting.

Carried: 8-0

1. 2014-15 Audit

(Addendum

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves the 2014-15 external audit from Cusack and Company.

2. 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>
School 14 PTA	Kindergarten Field Trip	\$187.96
Burns Management	TMS Teacher Acknowledgement	\$1,000.00

XIII. FUTURE MEETINGS

November 4, 2015 at 6:30 pm (TMS)
November 18, 2015 at 6:00 pm (School 14)

XIV. ADJOURN

At 6:40 pm Mr. Schofield 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