



BOARD OF EDUCATION MEETING

Date of Meeting: February 25, 2015
Type of Meeting: **WORKSHOP MEETING**
Location: Carroll Hill School

MINUTES

I. MEETING CALLED TO ORDER

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

II. ROLL CALL

Members Present: Mrs. Ann Apicella
Ms. Elizabeth Denio
Ms. Mary Marro-Giroux
Mr. Tom Mayo
Mr. Jason Schofield
Mr. Bill Strang
Mr. Michael Tuttman
Mrs. Anne Wager-Rounds

Members Absent: Mrs. Carol Harvin

Also Present: Mr. John Carmello, Superintendent of Schools
Dr. Donna Watson, Assistant Superintendent
of Curriculum and Instruction
Mrs. Kristen Miaski, Director of Human Resources (Executive Session only)
Ms. Kathy Ahearn, School Attorney

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

Also Absent: Mr. Terry Blanchfield, Interim Superintendent for Business

III. EXECUTIVE SESSION

Mr. Schofield made a motion at 5:30 pm to move to Executive Session regarding pending litigation. Invited in were Mr. Carmello, Dr. Watson, Mrs. Miaski and Ms. Ahearn.

IV. PUBLIC SESSION

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

V. SUPERINTENDENT'S REPORT

Mr. Carmello stated that we mourn the loss of Dr. Brian Howard, Interim Superintendent of Troy Schools for 2011-13 [who passed away unexpectedly on February 20, 2015]. Dr. Howard accomplished a great deal during his two years with Troy, moving the District forward and always focused on the students. A moment of silence was observed in honor of Dr. Howard.

NON-ACTION ITEMS

VI. CARROLL HILL SCHOOL PRINCIPAL'S PRESENTATION

Dr. Casey Parker gave a powerpoint presentation on progress at Carroll Hill School. The District began the school with Mr. Carmello's inspiring words and CHS continues to work hard to make our students succeed. District goal is to increase proficiency by 20% and CHS is taking action to improve test scores. Steps taken include continued focus on common core instruction shifts; whole child instruction; focus on PLC and collaboration and increased daily instructional time. CHS has a 2-hour reading block; team planning and common preps; academically-based afterschool clubs; targeted literacy coach support; decreased out of school suspensions and uses data to inform instruction and discipline. CHS events are now academically based. Hands-on student-led learning has been implemented with the focus on building lifetime relationships. CHS has an "I Can" attitude and has high expectations for its students.

Principal Assistant Chris Stack talked about Discipline Data. He reviewed data and stated that students coming into CHS who are below grade level are shifting to grade level. Students above grade level have shown improvement also. Although there is more work to be done, we are moving in a positive direction.

VII. 2015-16 BUDGET DEVELOPMENT - J. CARMELLO

Mr. Carmello stated that Draft 2 will not be presented tonight because we do not have State aid runs yet. He gave a brief overview of prior budget, indicating that Troy has cut 140 positions over the last 5 years; this represents 18% of our staff. State says enrollment is going down but that is not true in Troy; elementary enrollment increased by 9% last year which required us to hire more staff. This is difficult without State aid. Mr. Carmello distributed enrollment data and proposed class sizes. Administrator's requests remain in the budget. There are 32 positions requested at this time.

Governor's Executive Budget - Proposed State aid increase is \$1.06 million. This is contingent upon the legislature adopting the Governor's progressive education reform agenda. The Governor's reform agenda includes changes to APPR process and outside evaluators; expedite the 3020-a process; tenure changed to 5 years instead of 3 years; school accountability and a proposed increase to the number of Charter Schools - mainly in NYC area. Reaction to Governor's budget is that this is significantly less than recommended and requested by the Board of Regents. Senator Flanagan of Senate Education Committee feels that \$1.1 billion is the floor and money will be added.

Since State aid runs have not been released, there is no baseline. We don't expect release until April 1st. The distribution of \$1.06 billion increase is unknown at this time so we will need to push back dates on our budget calendar. If there is no agreement on the Governor's reform agenda, there will be no increase in State aid. This would be devastating to Troy and our budget gap would be \$8.6 million.

Tax cap - The maximum allowable tax levy is 2.75%; includes a capital levy exclusion. No exclusions for ERS/TRS. Last year's tax rebate still applies if we are below tax cap. Draft 1 of budget was \$112,959,916. Proposed Savings - Mr. Carmello listed areas of savings to be included in Draft 2: charter school supplement tuition; BOCES OPEB, refinance 2008 bonds, Ed Data Cooperative, phone line carrier conversation and NERIC bandwidth. Total savings is \$2,067,145; gap \$6.6 million. Savings from Retirement Incentive is not known at this point. Mr. Carmello is also looking savings beyond 2015/16 such as a solar energy project and increasing insurance deductibles.

Advocacy Efforts - "Save our Schools: Quality Opportunities for Public School Children" on February 26th at Colonie Central HS; NYSCOSS Lobby Day on March 10th; maintain regular communication with the legislators throughout the budget process; continue comprehensive review/analysis of budget to research for cost savings ideas that will have the least negative impact on students and learning.

January Financials

Kathleen Cietek, District Treasurer, reported on the January 2015 financial report. Budget transfers for January were primarily salary-related. The internal claims auditor for January reviewed 429 payments totaling \$5.7 million.

General Fund - we anticipate using \$354,344 of our general fund. The District has shut down spending while we upgrade our financial software system which should be completed very soon.

School Lunch - we anticipate using approximately \$242,000 of our fund balance. Ms. Cietek noted that the revenue category of other cafeteria sales, we are projecting less revenue in comparison to last year due to a change in menu requirements which has decreased in our a la carte sales.

Special Aid - There are 3 grants under review and 13 have been approved. All accounts have been reconciled.

VIII. POLICY REVIEW

Mr. Carmello reviewed policies reviewed by the Committee February 11th and by our school attorneys. We continue to update the policy manual. These policies will be on March 4th agenda for approval.

A. For revision:

- 2210 Board Organizational Meeting
- 2350 Board Meeting Procedures
- 2521 School Board Conferences, Conventions, Workshops
- 5130 Compulsory Attendance Ages
- 5140 Entrance Age
- 5150 School Admissions
- 5152 Admission of Non-Resident Students
- 5152.1 Admission of Foreign Students
- 8334 Use of Credit Cards new
- 9170 Meals and Refreshments new

B. For abolishment:

2300	School Board Meetings	Included in 2310
2400	Board Policy Development	Included in 2410
2341	Consent Agenda	Included in 2341
2530	Membership in School Board Assoc.	procedural
2600	School Board Legislative Program	procedural

IX. DISTRICT NEWS

Mr. Schofield made several announcements: THS Student Jeremy Clement won the “We The People: The Citizen and the Constitution” competition New York State Finals in Albany state championship; School 18 students received Principal’s Awards; School 2 students celebrated Black History; The Capital Region BOCES Career & Technical School’s New Visions: Law & Government team will advance to the national competition held in Washington, D.C. in April.

X. PUBLIC COMMENT

None.

ACTION ITEMS

XI. 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 to approve Items 1-11 as a Consent Agenda.

Second: Ms. Marro-Giroux

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. Rebecca Kaiser	Science	100%	THS	1/23/15

2. 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. Dawn Napolitano	Elementary (Grade 6)	100%	TMS	9/1/14	8/31/16	Child Ed 1-6, Professional	\$47,500 (S-4, Col E)
(amend probationary dates BOE Agenda 8/27/14, page 2)							
b. Jeanette August (Resign M. Joseph)	Teaching Assistant	100%	CHS	2/5/15	2/4/18	Teaching Asst, Level III	\$24,750 (prorated) (Step 1)
(amend probationary dates BOE Agenda 2/4/15, page 2)							

3. 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>
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a. Megan McManus	Remedial Reading	100%	PS-2	1/28/15 - 2/13/15	Literacy B-6, Initial	\$44,500+\$13,000(prorated) (S-1, C-E + stipend)
(amend effective dates BOE Agenda 2/4/15, page 2)						
b. Tricia Koberger	Special Education	100%	PS-18	2/5/15 - 6/30/15	Special Education, Permanent	\$46,500 (prorated) (S-2, Col I)
(amend salary step BOE Agenda 2/4/15, page 2)						
c. Ashleigh Nelson (Resign E.Edwards)	Teaching Assistant	100%	PS-14	2/26/15 - 6/30/15	Childhood Ed 1-6, Initial	\$24,750 (prorated) (Step 1)
d. Amy Gettig	Speech Therapist	40%	Elem	2/23/15 - 6/30/15	Speech & Lang Disab, Initial	\$17,000 (prorated) (S-1, C-A \$42,500)
e. Stephanie Stinney	Family Advocate	100%	PS-2	2/26/15 - 6/30/15		\$40,000 (prorated) (grant-funded)
f. Jennifer White	Mental Health Counselor	100%	PS-2	3/2/15 - 6/30/15	School Counselor, Provisional	\$50,000 (prorated) (grant-funded)

4. 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. Alyssa Fernandez	HVCC	Art	Jeffrey Burger	THS
b. Mark Mullins	College of St. Rose	English	Jessica Murray	THS
c. Ryan Constable	SUNY Cortland	ESL	Elizabeth Craig	TMS
d. Garrett Allen	Siena College	Mathematics	Diane DiClementi	TMS
e. Salvatore Baisley	Siena College	Mathematics	Jennifer DeMarco	TMS
f. Colleen Bradley	Siena College	Mathematics	Nancy Smith	TMS
g. Jessica Guthrie	Siena College	Mathematics	Michael Neumann	TMS
h. Hannah Waldman	Siena College	Mathematics	Christina Kole	TMS

5. Unclassified Employees - 2014-15 P-Tech Curriculum Planning & Tutoring

<u>NAME</u>	<u>TENURE AREA / PROGRAM TITLE</u>	<u>ASSIGN</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a. Jennifer DeMarco	Mathematics	TMS	10 hours	\$31.00 / hour
b. Michael Neumann	Mathematics	TMS	10 hours	\$31.00 / hour
c. Nancy Smith	Mathematics	TMS	10 hours	\$31.00 / hour
d. Matthew Chapkosky	Social Studies	THS	add 100 hours	\$31.00 / hour
e. Meghan Kuhn	Science	THS	add 100 hours	\$31.00 / hour
f. Nicole Macneil	Mathematics	THS	add 100 hours	\$31.00 / hour
g. Marc Mostransky	English	THS	add 100 hours	\$31.00 / hour
h. William Whitty	Technology	THS	add 100 hours	\$31.00 / hour

6. Unclassified Employees - 2014-15 District AfterSchool Tutoring (McKinneyVento)

<u>NAME</u>	<u>TENURE AREA / CERTIFICATION</u>	<u>ASSIGN</u>	<u>SALARY RATE</u> (assigned bldgs may vary and hours as needed)
a. Anthony Mauriello	Elementary	Elementary	\$31.00 / hour up to 6 hrs / week max
b. Jill McClement	Elementary	Elementary	\$31.00 / hour up to 6 hrs / week max

7. Unclassified Employees - 2014-15 PD (Item Mapping January 2015 Regents Exams)

<u>NAME</u>	<u>TENURE AREA CERTIFICATION</u>	<u>SALARY RATE</u>
a. Kim Bruton	Science	\$31.00 / hour up to 8 hrs max
b. Matthew Chapkosky	Social Studies	\$31.00 / hour up to 8 hrs max
c. David Kennedy	Social Studies	\$31.00 / hour up to 8 hrs max
d. Nancy Smith	Mathematics	\$31.00 / hour up to 8 hrs max
e. Rebecca Sparacin	Science	\$31.00 / hour up to 8 hrs max
f. Laura Tedesco	Science	\$31.00 / hour up to 8 hrs max
g. MaryGrace Tompkins	Mathematics	\$31.00 / hour up to 8 hrs max
h. Caitlin Ziobrowski	Social Studies	\$31.00 / hour up to 8 hrs max

8. Unclassified Employees - 2014-15 January Regents Grading

<u>NAME</u>	<u>TENURE AREA CERTIFICATION</u>	<u>SALARY RATE</u>
a. Nicole MacNeil	Mathematics	\$31.00 / hour up to 1 hour max

- b. Stacy Shoemaker Mathematics \$31.00 / hour up to 1 hour max
- c. Ashley Shultis Mathematics \$31.00 / hour up to 1 hour max
- d. Michelle Szakmary Mathematics \$31.00 / hour up to 1 hour max

9. Unclassified Employees - 2013-14 Spring Sports

<u>NAME</u>	<u>POSITION TITLE</u>			<u>SALARY RATE</u>
a. William Whitty	Varsity Coach		BASEBALL	\$5,220.00
b. Matthew Marsh	JV Coach	50%	BASEBALL	\$1,946.00
c. Christopher Stack	JV Coach	50%	BASEBALL	\$1,946.00
d. George Rafferty	Varsity Coach		SOFTBALL	\$5,220.00
e. Tara Anthony	JV Coach	50%	SOFTBALL	\$1,946.00
f. Sarah Wlodarczyk	JV Coach	50%	SOFTBALL	\$1,946.00
g. Keith Bateman	Head Coach		BOYS TRACK & FIELD	\$5,220.00
h. Michael Murnane	Modified Coach		BOYS TRACK & FIELD	\$3,230.00
i. Paul Bearup	Head Coach		GIRLS TRACK & FIELD	\$5,220.00
j. Katelyn O'Connor	Assistant Coach		GIRLS TRACK & FIELD	\$3,892.00
k. Jourdan Vatalaro	Modified Coach		GIRLS TRACK & FIELD	\$3,230.00
l. Joseph Coleman	JV Coach	50%	LACROSSE	\$1,946.00
m. Mark Impellizzeri	JV Coach	50%	LACROSSE	\$1,946.00

10. Unclassified Employee - 2014-15 Spring Adult & Continuing Education Program

<u>NAME</u>	<u>PROGRAM TITLE</u>	<u>SALARY RATE</u>
a. Nicole Mitchell	Algebra	\$30.00 / hour
b. Stephanie Moshier	Biology	\$30.00 / hour
c. Raymond Francis	Chemistry	\$30.00 / hour
d. Gaynor Hartigan	GED Preparation	\$30.00 / hour
e. Melissa Grattan	Boot Camp Challenge	NO FEE
	MakeitFit Training LLC	(Wellness Sponsored Classes)
f. Connie Fagan	Resistance Bands	NO FEE
	Fitness Professionals on Demand, LLC	(Wellness Sponsored Classes)
g. Leslie Eisele	Yoga	NO FEE
	Fitness Professionals on Demand, LLC	(Wellness Sponsored Classes)
h. Amanda Speciale	Zumba	NO FEE
	Fitness Professionals on Demand, LLC	(Wellness Sponsored Classes)
i. David Price	Driver Education	\$30.00 / hour

11. 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>	<u>Certified</u> (\$31.00 / hour)	<u>Uncert</u>
Yetunde Sarah Majaro		X			X		
Bridgette Moss			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 to approve Items 1 and 2 as a Consent Agenda.

Second: Mr. Strang

Carried: 8-0

1. Classified Employee - Resignation

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
Sarah Conyers	Deputy Treasurer	100%	District	2/27/15

(rescind resignation BOE Agenda 1-21-15, page 2)

2. 2014-15 Volunteers

<u>PS-2</u>	<u>PS-14</u>	<u>Athletic Dept</u>		<u>TMS</u>
Valerie Kontakos	Valerie Kontakos	Bob Burns	Samuel Marro	Brittany Pfaff
Alexis Lima	Alexis Lima	Michael Grasso		Elizabeth Schlenker

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

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

Second: Mr. Strang

Carried: 8-0

1. Amended 2014-15 LAP (CHS) (BOE 1-21-15) (Addendum I)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District, upon the recommendation of the Superintendent, hereby approves the amended Local Assistance Plan for Carroll Hill School in accordance with all federal and State Education Department requirements pertaining to the self assessment, accountability and expected student performance achievements.

2. Amended 2014-15 LAP (School 14) (BOE 1-21-15) (Addendum II)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District, upon the recommendation of the Superintendent, hereby approves the amended Local Assistance Plan for School 14 in accordance with all federal and State Education Department requirements pertaining to the self assessment, accountability and expected student performance achievements.

3. Contract - Digital Literacies (Addendum III)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District, upon the recommendation of the Superintendent, hereby approves a contract with Digital Literacies (Jane Keyes) for technology consulting services on April 2 and April 27, 2015 PD days in the amount of \$2,000 to be paid from Learning Technology Grant funds.

4. Contract - RPI (CIPCE) (Addendum IV)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District, upon the recommendation of the Superintendent, hereby approves a partnership agreement with Center for Initiatives in Pre-College Education (CIPCE) of Rensselaer Polytechnic Institute for STEM programs including 1-day Engineering Science Ambassador Program; 6-week Saturday Scholar Program and two 1-week Summer Academies in the amount of \$42,100 to be paid from SIG 1003a funds.

XIII. SUPERINTENDENT'S RECOMMENDATIONS - BUSINESS FINANCE (reviewed by T. Blanchfield)

Mr. Schofield made a motion to approve Items 1-6 as a Consent Agenda.

Second: Mr. Strang

Discussion: Mrs. Wager-Rounds asked if standardization purchase will be used in the technology capital project; Mr. Carmello said yes but it will be District-wide.

Carried: 8-0

1. Standardized of Purchase (Security Equipment)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, standardize the purchase of security equipment for District-wide buildings. Such purchases shall be from Stanley Security Solutions (formerly Sonitrol) for equipment, installation, training and maintenance services.

2. Authorization for Additional Title Search Work and Survey

BE IT RESOLVED, that the Board of Education hereby approves the procurement of additional title search work relative to the former School 1 property at a cost not to exceed \$300.00.

BE IT RESOLVED, that the Board of Education hereby authorizes RDM Surveying Consultants to prepare a survey of the former School 1 property, at 5th and 6th Avenues, Troy, New York, at a cost not to exceed \$5,000.00.

3. Termination of Shared Services Contract with Lansingburgh (Deputy Treasurer) (BOE 7-2-14)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves the termination of its Shared Services Agreement with Lansingburgh Central School District for a Deputy Treasurer position effective March 1, 2015.

4. Bid Award - Serving Line

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby awards the bid for Serving Line at Troy High School opened on January 21, 2015 to Main Ford General in the amount of \$184,900.00, as the lowest and most responsible bidder.

5. Surplus of Equipment

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby accepts the following equipment and furniture, which is damaged and no longer functional and cannot be used for educational purposes, shall be surplus and recycled.

- a. 2 ovens to be sold on e-bay
- 1 warmer to be recycled

b. Miscellaneous furniture in storage at School 1 to be sold for scrap value:

- 30 student desks 14 teacher desks
- 40 student desks 18 filing cabinets
- 80 plastic student chairs 13 computer tables
- 18 wardrobe cabinets 37 student desks
- 15 lunch tables

c. Cisco network equipment to be scraped:

- Catalyst 2800 (2) Catalyst 4000 (5) Catalyst 3100 (1)
- Catalyst 3500 (9) Catalyst 3550 (2) Catalyst 2960 (1)

Catalyst 3560 (5)

Catalyst 2900 (83)

Catalyst 5500 (2)

Catalyst 2950 (3)

Catalyst 3600 (1)

6. Donation

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

<u>Donor</u>	<u>Purpose</u>	<u>Amount</u>
School 16 PTA	field trips	\$4610.00

XIV. BOARD RESOLUTION

Mr. Schofield made a motion to approve Items 1-6 as a Consent Agenda.

Second: Mr. Strang

Carried: 8-0

1. Employment Agreement - Deputy Treasurer

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, upon the recommendation of the Superintendent, hereby approves the Terms and Conditions of Employment Agreement for Sarah Conyers, as part-time Deputy Treasurer, for the period of March 1, 2015 through June 30, 2015, and hereby authorizes the President of the Board of Education to execute the Agreement on behalf of the Board.

XV. FUTURE MEETINGS

1. March 4, 2015 at 7 pm (TMS)
2. March 18, 2015 at 6 pm (THS)

Dr. Parker invited the Board to attend CHS's panel discussion to celebrate Black History on February 26th at 12:30 pm.

XVI. ADJOURN

At 7:20 pm Mr. Schofield made a motion to adjourn the meeting. This was seconded by Mr. Strang and carried 8-0.

Respectfully submitted by,

Mary Beth Bruno
Board Clerk