



BOARD OF EDUCATION
Minutes

Date of Meeting: October 15, 2014
Type of Meeting: **WORKSHOP MEETING**
Location: School 2

I. MEETING CALLED TO ORDER

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

II. ROLL CALL

Members Present: Mrs. Carol Harvin
Ms. Mary Marro-Giroux
Mr. Tom Mayo
Mr. Jason Schofield
Mr. Bill Strang
Mr. Michael Tuttmann
Mrs. Anne Wager-Rounds

Members Absent: Mrs. Ann Apicella
Ms. Elizabeth Denio

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
Ms. Kathleen Cietek, Treasurer
Mrs. Erin O'Grady-Parent, School Attorney

Also Absent: Mrs. Kristen Miaski, Director of Human Resources

III. EXECUTIVE SESSION

At 5:30 pm Mr. Schofield made a motion to move to Executive Session regarding a pending litigation. This was seconded by Mr. Strang and carried 7-0. Invited in were Mr. Carmello, Dr. Watson, Ms. O'Neill and Mrs. Parent-O'Grady.

IV. PUBLIC SESSION

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

V. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS

None.

NON- ACTION ITEMS

VI. SCHOOL 2 PRINCIPAL'S PRESENTATION - M. FANTROY-FORD

Dr. Maxine Fantroy-Ford gave a powerpoint presentation regarding School 2. She thanked the Board, Administration and staff for their support. She is grateful for the opportunity to be an interim leader. School 2 has accomplished a lot since July 1st.

School 2 is a "School of Promise". This is the over-arching goal and Project P.R.O.M.I.S.E. helps us move to the next level to be a high-performing school. There is a family P.R.O.M.I.S.E. pledge.

School 2 vision is to provide a unique learning environment that is engaging, academically challenging and emotionally supportive for all students. Their goal is for all students to be college and career ready; this starts at the elementary level. School 2 students wear uniforms. Dr. Ford and Mr. Meadows talk with parents about the expectation of wearing uniforms everyday. Uniform checks are conducted with positive reinforcement.

There are several strategies for implementing the Common Core. All faculty and staff have professional development each Friday with Dr. Tiffany Powell or Questar; as well as grade level meetings. Teaching staff and administration are building data systems to improve instructional practice in real time and monitor the progress of each student. SED scores indicated the majority of students are at Level 1. This is unacceptable and there is a lot of work to be done for improvement. We are working together and have outside consultants coming into to work with our staff. Dr. Fantroy-Ford discussed five strategies for academic success. There are exciting efforts for School Turnaround. Teachers are collaborating to create quality and effective lessons that are aligned to CCLS. Dr. Ford thanked the School 2 staff for their hard work.

VII. SUPERINTENDENT'S REPORT

Mr. Carmello thanked Dr. Fantroy-Ford for her leadership and all School 2 faculty and staff for their hard work. The building looks great. He looks forward to seeing academic results.

1. Unclassified Employees - Transfers (for notification purposes only)

<u>NAME</u>	<u>TENURE AREA</u>	<u>FROM</u>	<u>GRADE</u>	<u>TO</u>	<u>GRADE</u>	<u>EFFEC DATE</u>
a. Jennifer Burns	Elementary	CHS	Grade 3	CHS	Kindergarten	10/6/14

VIII. TREASURER'S REPORT - K. CIETEK

September Financials - Ms. Cietek reported that budget transfers for September were related to salary, miscellaneous supplies and debut service. Claims Auditor reviewed 306 payments totaling approximately \$4 million.

General Fund - Total revenues were on track in comparison to the same point in time last year. The increase in the total expenditure line is due to the timing of re-occurring payments being processed.

Lunch Fund - The School Lunch Fund is also on track; Special Aid Fund - 8 grants are approved and 8 grants are under review. Treasurer's Report - All accounts have been reconciled.

IX. POLICY REVIEW

Mr. Carmello stated that the Policy Committee met on September 23rd and reviewed the following policies for abolishment. NYSSBA recommended these policies be rescinded because they are either: (1) administrative in nature and no policy is needed; (2) contractual matters and no policy is needed; or (3) already covered in another policy. Additional policies are being considered for abolishment after the Committee has revised the replacement policy.

0350 Evaluation of Instructional Programs	4714 Parent Conferences
1150 School Budget and Bond Referenda Information	4720 Testing Program
1410 Complaints about Policies	4740 Honor Rolls
1440 Complaints about School Personnel	4751E Alternative Ways to Receive Credit
2170 Board Member Conflict of Interest	4770R Graduation Requirements Regulation
2270.1 Litigation Procedures	4830 Assemblies
2450 Policy Dissemination	5120 School Census
2460 Policy Review and Evaluation	5130 Compulsory Attendance Ages
2550 Board Member Compensation and Expense	5280 Interscholastic Sports
2800 Board Member Communications	6111 Budget Deadlines and Schedules
3300 Policy Implementation	6113 Dissemination of Budget Recommendations
3310 Development of Regulations	6140 Budget Implementation
4110 School Calendar	6400 Depositories of Funds
4111 School Year	6500 Bonded Employees and Officers
4112 School Day	6630 Financial Reports and Statements
4220 Pilot Projects	6720 Bidding Requirements
4240 Curriculum Guides and Course Outlines	6730 Cooperative Bidding
4310 Basic Instructional Program	8120 Accident Prevention/Safety Procedures
4320 Placement of Student Teachers	8120.2 Safe Use of Hazardous Chemicals
4321.2R Preschool Special Educating Regulation	8211 Access to Buildings
4331 Summer Schools	9010 Equal Employment Opportunity
4334 Advanced College Placement/Dual Enrollment	9110 Equal Employment Opportunity
4334.1 Carnegie Credits	9411 Board Negotiating Agents
4451 Independent Study	9521 Religious Holidays
4452 Individual Help	9580 TCSD Public Retirement Retroactive Membership Review Process
4600 Guidance Programs	
4712 Student Progress Reports to Parents	

ACTION ITEMS

X. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

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

Mr. Schofield made a motion to approve Items 1-12 as a Consent Agenda.

Second: Ms. Marro-Giroux

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

<u>NAME</u>	<u>TENURE AREA / POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a. Eric Cepiel	Teaching Assistant	100%	THS	10/10/14
b. Michael Neumann	Mathematics	100%	TMS	10/10/14 (.50)

2. Unclassified Employee - Probationary Appointment

<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. Mark Kamauff	Elementary	100%	PS-14	10/27/14	10/26/17	PreK-6, Permanent	\$50,175 (prorated) (S-7, Col E)

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>
a. Alyssa M. Casale (LOA E.Sellman)	Teaching Assistant	100%	PS-18	10/16/14 - 6/30/15	Teaching Asst, Level I	\$24,750 (prorated) (Step 1)
b. Madelyn Weaver	Building Substitute	100%	CHS	10/20/14 - 6/30/15	Physical Ed, Initial	\$100.00 / day

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. Samantha Bisnoff	Sage College	Special Education	A. Mariella-Sauter	CHS
b. Heather Creary	SUNY Albany	School Psychology	M.Brisport / C. Syrett	CHS / THS
c. Rebecca Gray	SUNY Albany	School Psychology	M.Blednick / A.Murray	PS-16 / TMS
d. Shelby Samuel	SUNY Albany	School Psychology	M.F.Jaromin / A.Murray	PS-2 / TMS

5. Unclassified Employee - 2014 Summer District Professional Development

<u>NAME</u>	<u>SALARY RATE</u>
a. Hope DeBevoise	ELA Honors Outreach \$31.00 / hour up to 20 hrs

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

<u>MENTEE</u>	<u>TENURE AREA</u>	<u>MENTOR</u>	<u>ASSIGNMENT</u>	<u>SALARY RATE</u>
a. Matthew Marsh	Social Studies	Jessica Murray	THS	\$1,250.00

7. Unclassified Employees - 2014-15 Extra Assignments

<u>NAME</u>	<u>TENURE AREA</u>	<u>ASSIGNMENT</u>	<u>SALARY RATE</u>
a. David Laiacona	Technology	6th period TMS	\$6,000.00

8. Unclassified Employee - 2014-15 Fall Play

<u>NAME</u>	<u>POSITION TITLE</u>	<u>SALARY RATE</u>
a. Jason Boemio	Box Office / House / PR	\$152.00
b. Tara Higgins-Pascucci	Box Office / House / PR	\$152.00
c. Rhonda Hermance	Costumes	\$456.00
d. Charles Mossey	Lighting / Electrical	\$608.00

9. Unclassified Employee - 2014-15 Parent Coordinators

<u>NAME</u>	<u>POSITION TITLE</u>	<u>ASSIGNMENT</u>	<u>SALARY RATE</u>
a. Candace Dobbs	Parent Engagement Coordinator	PS-2	\$1,500.00
b. Candace Dobbs	Parent Outreach Coordinator	PS-2	\$1,500.00

10. Unclassified Employees - 2014-15 Sacred Heart Title I Tutors

<u>NAME</u>	<u>SALARY RATE</u>
a. Theresa Schiavo	\$31.00 / hour

11. Unclassified Employees - 2014-15 TMS AfterSchool Detention Program

<u>NAME</u>	<u>TENURE AREA</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a. Tiereney Lloyd	Teaching Assistant	4 hours per week max	\$26.00 / hour

12. Unclassified Employees - 2014-15 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>
Sarah Adkins	X					
Hillary Brochu	X					
Katelyn Maher	X					
Madelyn Weaver	X					

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

Mr. Schofield made a motion to approve Items 1-4 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 classified personnel actions:

1. Classified Employee - Provisional Appointment

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>EFFEC DATE</u>	<u>SALARY RATE</u>
a. Geoffrey Shackelton	Mobile Learning Technician	100%	District	10/16/14	\$55,007 (prorated) (Step 1, Grade 24A)

2. Classified Employee - 2014-15 Ticket Taker

<u>NAME</u>	<u>SALARY RATE</u>
a. Patricia Smith	\$8.00 / hour

3. 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>BOILERMAN</u> (\$11 / hr)
Lawrence O'Bryan					x

4. 2014-15 Volunteers

PS-2
Morgan Ashley
Afranik Brown
Linda Rivera
Denise Rivera-Lind

PS-14
Julie Crossman
David Davis
Tawana Davis
Janet Morandi
Dennis Recore
Shirley Wilde

PS-18
Kelly Kimball

TMS
Jessica Guthrie
Jordan Thompson

DISTRICT
Theresa Lyons 16 TMS

LITERACY VOLUNTEERS
Katie Selby

SUNYA Opening Doors
Rebecca Anderson
Christopher Josephs
Imani Zaire Lawrence
Aisha Roberts

EMMA WILLARD
Euniseo Choi
Alice Kim
SoYoung Kwan

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

Mr. Schofield made a motion to add Amy Khuzwayo to Items 10 (Out of State Conference).

Mr. Schofield made a motion to approve Items 1-10 as a Consent Agenda.

Second: Mr. Strang

Carried: 7-0

1. Contract - AccuCare (summer) (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 AccuCare for special education services from July 1, 2014 through August 31, 2015 for (2) students at a cost of \$4335.38 (including transportation) to be paid from Special Education funds.

2. Contract - AccuCare (2014-15) (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 AccuCare for special education services from September 1, 2014 through June 30, 2015 for (1) student at a cost of \$22,444.00 to be paid from Special Education funds.

3. Contract - Digital Literacies (PK) (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 Digital Literacies for (1) day of professional development on October 24, 2014 for PK staff in the amount of \$1000.00 to be paid from UPK Grant.

4. Contract - Digital Literacies (District) (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 Digital Literacies for 13 days of professional development for District staff during the period of October 15, 2014 and June 30, 2015 in the amount of \$13,000.00 to be paid from Learning Technology Grant.

5. Contract - Discipline Associates, LLC (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 Discipline Associates, LLC for professional development training "Motivating and Managing Hard to Reach, Uninterested and Disruptive Students" on October 24, 2014 in the amount of \$2000.00 to be paid from Title I funds.

6. Contract - Glen Martin Research Associates (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 contract with Glen Martin Research Associates for evaluation task analysis of P-Tech program from July 1, 2014 through June 30, 2015 in the amount of \$5000.00 to be paid from P-Tech Grant.

7. Contract - The Research Foundation (Addendum VII)

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 School Psychology Trainee Support Program from September 1, 2014 through June 30, 2015 in the amount of \$33,000.00 to be paid from Special Education funds.

8. Contract - Yoga4Classrooms (Addendum VIII)

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 Yoga4Classrooms for 1 session on October 24, 2014 in the amount of \$950.00 to be paid from School Improvement Grant.

9. Out of State Field Trip

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

<u>Location</u>	<u>Staff</u>	<u>Date</u>	<u>Paid By</u>
Music in the Parks Festival Agawam, MA	J. Boemio J. Morse	May 15, 2015	fundraisers

10. Out of State Conference

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

<u>Conference</u>	<u>Staff</u>	<u>Date</u>	<u>Paid By</u>
Leadership Development on School, Family & Community Baltimore, Maryland	M. Brisport T. O'Meally A. Khuzwayo	October 23-24, 2014	Title I Grant

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

Mr. Schofield made a motion to approve Item 1.

Second: Mr. Strang

Carried: 6-1 (Mr. Tuttmann voted no)

Mr. Schofield made a motion to approve Items 2-3 as a Consent Agenda.

Second: Ms. Marro-Giroux

Carried: 7-0

1. Proposal - Chazen Companies (Addendum IX)

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 proposal with The Chazen Companies for a topographic survey of property surrounding the Zak House in an amount not to exceed of \$6075.00 to be paid from General Funds.

2. Close School Dinner Account

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby determines that the School Dinner Account approved on December 4, 2013 is no longer needed and therefore approves closing out the School Dinner Account.

3. 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 16 PTA	field trips	\$1500.00
Troy Middle School PTO	7th Grade field trip	\$ 199.00

XIII. BOARD RESOLUTION

Mr. Schofield made a motion to approve Item 1.

Second: Mr. Strang

Carried: 7-0

1. Appointment of Internal Claims Auditor

BE IT RESOLVED, that the Board of Education hereby appoints Kenneth Terry as the Internal Claims Auditor effective October 20, 2014. Annual rate shall be \$12,000.

XIV. FUTURE MEETINGS

1. November 5, 2014 at 7 pm (TMS)
2. November 19, 2014 at 6 pm (School 14)

NYSSBA Convention - 8 Board members and Mr. Carmello will attend the NYSSBA Convention on October 26-28, 2014 in NYC. Mrs. Wager-Rounds is the voting delegate. She has reviewed the resolutions for the NYSSBA Business Meeting. She plans to vote yes but if anyone has concerns, please let her know. Ms. Marro-Giroux thanked Mrs. Bruno for organizing travel to NYC.

XV. ADJOURN

At 6:35 Mr. Schofield made a motion to adjourn the meeting. This was seconded by Mr. Strang and carried 7-0. Dr. Fantroy-Ford gave Board members a tour of School 2 following the meeting.

Respectfully submitted by,



Mary Beth Bruno
Board Clerk