



BOARD OF EDUCATION MINUTES

Date of Meeting: February 26, 2014
Type of Meeting: WORKSHOP
Location: School 18

I. MEETING CALLED TO ORDER

At 5:15 pm Mr. Jason Schofield, President, called the meeting to order.

II. ROLL CALL

Members Present: Mr. Jason Schofield, President
Mr. Bill Strang, Vice President
Ms. Elizabeth Denio
Mr. Tom Mayo
Mr. Michael Tuttmann
Mrs. Anne Wager-Rounds

Members Absent: Mrs. Ann Apicella (P-Tech training)
Mrs. Carol Harvin (P-Tech training)
Ms. Martha Walsh

Also Present: Mr. John Carmello, Superintendent of Schools
Dr. Donna Watson, Assistant Superintendent (Executive Session only)
of Curriculum and Instruction
Ms. Mary O'Neill, Assistant Superintendent for Business
Mrs. Kristen Miaski, Director of Human Resources
Ms. Kathleen Cietek, District Treasurer
Ms. Kathy Ahearn, School Attorney
Ms. Claudia Ryan, School Attorney (Executive Session only)

CAC Members Present: Mary Ellen Adams Mary Marro-Giroux
Ken Hughes Jeannie Steigler
Tom Meyer Aimee Rigney

CAC Member Absent: David Heyward

III. EXECUTIVE SESSION

At 5:15 pm Mr. Schofield made a motion to move to Executive Session for the purpose of discussing a pending litigation. This was seconded by Mr. Strang and carried 6-0. Invited to attend were Mr. Carmello, Dr. Watson, Ms. O'Neill, Mrs. Miaski, Ms. Ahearn and Ms. Claudia Ryan, attorney for insurance carrier.

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

No public comments.

NON-ACTION ITEMS

IV. PRINCIPAL'S PRESENTATION - C. KILGALLON

Ms. Cindy Kilgallon made a presentation regarding transforming today's students into tomorrow's leaders. School 18 has 293 students and she discussed demographics. The overarching goal is to increase student achievement by 20 percent. The building goals include: building a library of multiple genre literature at various levels with the assistance of literacy coaches; use data-based decision making to drive instruction and have parents actively involved in supporting the shifts in the Common Core. School 18 is learning to implement the common core more effectively with leadership (ex. CASDA, administrative council and principal meetings) and teachers (ex. Questar professional development, rigor, questioning and making inferences). Discipline data speaks to real issues and shows 75% of referrals at School 18 are social emotional in nature and require intense intervention. ELA shifts - informational and literacy text are balanced so students are reading as much non-fiction as fiction. Students are gaining knowledge about the world through text (ex. Olympic events). There are exciting changes such as new arrival/dismissal procedure, new breakfast and cafeteria procedure, recess at lunch, extended day program for ELA, Lunch Book Club for enrichment students and an alternate to the suspension program. School 18 has a very active PTA and she is grateful for their support and many activities.

V. BUDGET PRESENTATION - J. CARMELLO

Mr. Carmello stated there are very few changes so Draft 3 will be discussed at the next workshop meeting.

We must look at the budget through two lenses: educational (need to maintain programs) and financial (need to close the gap and be good stewards of taxpayers' money). We continue to analyze and prioritize programs and positions. We have already made significant cuts over the last several years of 140 staff.

Retirement Incentive - Deadline was February 24th. There will be an approximate savings of \$400,000 from retirements 8 TTA; 8 CSEA and 1 management confidential.

Class Size/Elementary - Mr. Carmello distributed a handout on enrollment as of January 2014 showing 80 sections of Grades K-5 with proposed class sizes. Administrative requests were for 3 additional teachers and current class sizes were reviewed. We have budgeted in 3 teachers but we have a transient population and this could change in September.

Discussion: Ms. Steigler asked about School 2 enrollment and School Choice impact. Mr. Carmello responded that some students came back, plus there were new requests to attend School 2 as a result of the grant. Numbers balanced out but we no longer have an out flux. Mr. Strang asked if there are new teachers at School 2 would they be paid from the grant. No, salaries are paid from the general fund but stipend for longer day would come from the grant. Mrs. Wager-Rounds stated that 25 new students were projected at School 2; what if this does not happen? Mr. Carmello explained this includes 5th students who move up to middle school and incoming kindergarten students.

Transportation - We are still exploring options for savings. It was decided at the last workshop that we would no longer consider change the distance requirement. We went out to bid for transportation. Not everything was in the bid so we are still working this out. We hope to save \$280,000 in Draft 3. Mr. Carmello indicated the Durham has a director and we are hopeful for improved service.

Discussion - Mrs. Wager-Rounds said she still get calls from parents about problems with buses, particularly TMS and private schools. Ms. Steigler asked if we could combine TMS and THS; Mr. Carmello said we are looking into this. Ms. Marro-Giroux was concerned that saving the district more money could result in drivers getting paid less and possibly impacting our service.

Charter School - Ark Charter School received an initial determination they must close. Today's appeal was adjourned and ruling should come in the next few weeks. Some Ark staff misrepresented the Troy School District and we are working to clear this up. We anticipate getting some students back from the charter school and we will be proactive. Troy's cost per pupil is higher than other districts; we may be getting reduction of \$2000 per student which would result in significant savings.

Advocacy Efforts - Mr. Carmello is attending Lobby Day at NYS Council of School Superintendents. He will be bring letters from public with him. The state gave schools more mandates but no new money. Ms. Steigler suggested getting letters signed at Pops Concert.

Tax Levy - We will need to decide on a tax levy at the next workshop meeting. The Board would like to see the proposed low and high for tax levy. Mr. Tuttmann said the goal should be to preserve programs with the least impact on taxpayers. Mr. Carmello explained that contingent budgets are much different than in the past. Lower tax levy restricts it forever because of the tax cap. Ms. Marro-Giroux asked about debt service from the middle school capital project. Mr. Carmello responded it is in the 2014-15 budget but we will get aided back.

VI. TREASURER'S REPORT - K. CIETEK

January Financials - The treasurer's report was given to Board members in their Friday packet. No one had any questions.

VII. POLICY REVIEW - J. CARMELLO

1. Recommended for Revision: (handout)

Mr. Carmello stated the following policies were reviewed by the Policy Committee and the school attorney. We have accepted NYSSBA samples for all policies except 5695 which has been updated with some new language recommended by NYSSBA. These policies will be on the 3/5 BOE agenda for approval.

		<u>Committee Review Date:</u>
4321	Programs for Students with Disabilities	11/26/2013
4773	Diplomas for Students with Disabilities	11/26/2013
0310	Board Self-Evaluation	1/28/2014
5695	Students and Personal Electronic Devices	1/28/2014
8130	School Safety Plans and Teams	1/28/2014
1120	School District Records	2/25/2014
5500	Student Records	2/25/2014

ACTION ITEMS

VIII. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

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

Mr. Schofield made a motion to approve Item 1.

Second: Mr. Strang

Carried: 6-0

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 Employees - 2013-14 Substitutes

<u>NAME</u>	<u>CERTIFIED</u>	<u>UNCERTIFIED</u>	<u>TEACHING ASST</u>		<u>HOME TUTOR</u>	
	(\$100.00 / day)	(\$90.00 / day)	<u>Certified</u> (\$12.00 / hour)	<u>Uncertified</u> (\$12.00 / hour)	<u>Certified</u> (\$31.00 / hour)	<u>Uncertified</u> (\$31.00 / hour)
Charlotte Duval					X	
Joshua Komon	X					
Daniel McHale			X			
Jeffrey Yaun	X					

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

Mr. Schofield made a motion to approve Items 1-3.

Second: Mr. Strang

Carried: 5-0-1 (Mrs. Wager-Rounds recused herself from Item 1(a))

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 - Temporary Appointment

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFEC DATE</u>	<u>SALARY RATE</u>
a. Gabriella Rounds	Clerk	up to 20 hrs max	District (Grants Office)	2/27/14 - 6/30/14	\$11.00 / hour
(amend temporary appointment BOE Agenda 1/8/14, page 4)					
b. Giovona Driscoll	Bookloan Supvr / Central Treasurer		District (Bookloan)	2/27/14 - 6/30/14	\$8,500 (stipend prorated)

2. Classified Employee - 2013-14 Substitutes

<u>NAME</u>	<u>CLERK</u> (\$11.00 / hr)	<u>NURSE</u> (\$14.00 / hr)	<u>MONITOR</u> (\$10.00 / hr)	<u>TEACHER AIDE</u> (\$10.00 / hr)	<u>MAINT WORKER</u> (\$11.00 / hr)
Ibn Garner					X

3. Classified Employee - Transfers (for notification purposes only)

<u>NAME</u>	<u>POSITION TITLE</u>	<u>FROM</u>	<u>TO</u>	<u>EFFEC DATE</u>	<u>SALARY RATE</u>
a. Giovona Driscoll	Sr. Acct Clerk	Business Office (THS Bookloan)	PPS / Special Ed	2/27/14	\$57,001 (S-9, Grade 21A)
b. Paul Smulsky	Custodian	PS-18	TMS	2/27/14	\$41,774 (S-10, Grade 13)
c. Thomas Stevens	Custodian	TMS	PS-18	2/27/14	\$38,880 (S-6, Grade 13)

IX. POLICY

(Addendum I)

Mr. Schofield made a motion to approve Item 1.

Second: Mr. Strang

Carried: 6-0

1. Approval of Policies (rev. BOE 2-12-14)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, NY hereby approves revisions to the following policies:

- 4311.1 Display of the Flag
- 4531 Field Trips and Excursions

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

Mr. Schofield made a motion to approve Item 1.

Second: Mr. Strang

Carried: 6-0

1. Approval of NYSED Local Assistance Plan (LAP) (Addendum II)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves the Local Assistance Plan for School 16 in accordance with all federal and State Education Department requirements pertaining to the self assessment, accountability and expected student performance achievements.

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

Mr. Schofield made a motion to approve Item 1.

Second: Mr. Strang

Discussion: Mr. Tuttman asked about the condition survey of the Zak House if we plan to raze the building. Ms. Ahearn responded we need to assess the condition of the Zak House to determine the cost of razing it. Mr. Schofield asked about the status of School 1 sale. Mr. Carmello said we are getting 3 appraisals for School 1.

Carried: 6-0

1. 2015 Building Condition Surveys including Zak House (amend 1-22-14) (Addendum III)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves a proposal from Mosaic Associates Architects for the preparation of the 2015 Building Condition Surveys at a rate of \$ 0.115 per square foot for total cost of \$77,045.00 as set forth in proposal dated January 6, 2014. This will include the evaluation of the Zak House at an additional fee not to exceed \$2,500.

XII. FUTURE MEETINGS

1. March 5, 2014 at 7:00 pm (TMS)
2. March 19, 2014 at 6:00 pm (School 12)

Discussion - Mrs. Wager-Rounds said she and Mr. Schofield attended School 14's *Read Across America* event today. She thanked Mrs. Cloutier for letting them celebrate Dr. Seuss' birthday with her students.

XIII. ADJOURN

At 7:25 pm Mr. Schofield made a motion to adjourn the meeting. This was seconded by Mr. Strang and carried 6-0.

Respectfully submitted by,

Mary Beth Bruno
Board Clerk