



## Board of Education Meeting Minutes

Date of Meeting: December 16, 2015  
Type of Meeting: **Workshop**  
Location: School 12

### I. Call to Order

At 5:45 pm Mr. Schofield called the meeting to order.

#### A. ATTENDANCE

Present:

Jason Schofield, President  
Tom Mayo, Vice President  
Ann Apicella  
Elizabeth Denio  
Bill Strang  
Anne Wager-Rounds

Absent:

Carol Harvin  
Michael Tuttman

Also Present:

John Carmello, Superintendent of Schools  
Donna Watson, Assistant Superintendent of Curriculum & Instruction  
Adam Hotaling, Assistant Superintendent for Business  
Kristen Miaski, Human Resources Director  
Kathy Ahearn, School Attorney

#### B. EXECUTIVE SESSION

Mr. Schofield made a motion at 5:45 pm to move to Executive Session to discuss pending litigation. Invited into Executive Session were Mr. Carmello, Dr. Watson, Mr. Hotaling, Ms. Miaski and Ms. Ahearn.

C. PUBLIC SESSION

At 6:00 pm Mr. Schofield called the meeting to order with the Pledge of Allegiance. Mr. Schofield introduced Mr. Ken Hughes as a member of the Citizens Advisory Committee. Other CAC members: Mary Ellen Adams and Tom Meyer were absent with notice.

D. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS NON-ACTION ITEMS

Thomas Dansereau (School Psychologist) – Mr. Dansereau stated he is on the agenda for tenure. He loves working for the Troy School District and at School 12.

## II. Non-Action Items

A. 2016-17 BUDGET DEVELOPMENT PRESENTATION #1

Mr. Carmello thanked the Citizens Advisory Committee for being part of the budget development process. He began with a program review based on data-driven decisions throughout the District, stating we are getting the most efficient use of our resources. Mr. Carmello and Mr. Hotaling will be meeting with administrators about their needs for 2016-17. Like last year, the budget will be viewed through two lenses: educationally sound (additional staff and programs for needed support) and fiscally responsible (under the tax cap and sympathetic to overburdened taxpayers). Mr. Carmello is very proud of how well we balanced these two lenses in past budgets. This year we are especially mindful of taxpayers at the City level.

Tax Cap for this year is going to be the lowest it has been according to Comptroller DiNapoli. The tax cap is based on CPI which is low this year and could result in a tax cap close to 0%. Troy has not been burdened by the tax cap up to this point but this could change if the rate is indeed that low. We have had most of our GEA funding restored. Only \$23,464 remains. We will be focusing our advocacy efforts on Foundation Aid this year, not GEA.

Foundation Aid has been underfunded. There is significant shortfall owed to high-need Districts like Troy. The Board of Regents recommends \$2.4 billion school aid increase with \$1.3 million in Foundation Aid focused on high-needs districts; \$434 million for the full restoration of the Gap Elimination Adjustment (GEA). Small City Successful School Act is a bill targeted to small city schools and will increase our aid considerably if passed.

Other factors impacting 2016-17 Budget: Building Condition Surveys have been completed by Mosaic and show some serious repairs are needed; Small School Bond Act is taking effect but Troy is no longer in urgent need of technology upgrades because of the Capital Project. We are developing our Smart Schools Plan to meet our needs. Major changes to education law and policy are coming from the State and Federal government. No direct effect on the budget but need to be aware of these changes and how they will impact us at the local level. Mr. Carmello will present Draft 1 at the January 20<sup>th</sup> workshop.

Discussion: Ms. Marro-Giroux said it would be helpful to have a Facilities Committee to review the Building Condition Surveys. Mr. Carmello said Mosaic Associates Architects would present the reports at the January 6<sup>th</sup> Board meeting. Mr. Schofield suggested a special meeting be held so the Board could discuss them; proposed date is January 13<sup>th</sup>.

B. TREASURER'S REPORT

November 2015 – Ms. Cietek reported on the November 2015 Treasurer's report. She stated the majority of budget transfers are salary related. The Claims Auditory reviewed 484 claims totaling approximately \$7.4 million. The General Fun had an increase in the Transportation category due to the timing of invoice payments. The decrease in the Benefits category from the prior year is due to a decrease in the District's TRS rate. (Last year's rate 17.53; this year 13.26%).

School Lunch Fund update includes improvements being made to cafeterias throughout the District such as replacing older equipment and adding an additional serving line to the elementary schools with higher enrollment (ex. CHS and School 14). Special Aid Fund – There are 12 grants which have been approved and 3 remain under review. All accounts have been reconciled.

B. POLICY REVIEW

Mr. Carmello discussed policies reviewed by the Committee on November 17, 2015 and also reviewed by our school attorney. Policy 5450.1 and 5500 will be moved to the January workshop agenda. Mr. Mayo asked how our attorneys can review policy 2270 School Attorney which sets forth a communication plan between District and the attorney. Ms. Ahearn responded that all communication is done through the Superintendent's Office. Mr. Carmello did not feel there was a conflict.

Review:

- 1230 Public Participation at Board Meetings
- 2270 School Attorney
- 5450.1 Notification of Sex Offenders - rescheduled to January*
- 5500 Student Records – rescheduled to January*
- 8110 School Building Safety
- 8112 Health and Safety Committee
- 8220 Buildings and Grounds Maintenance and Inspection

Abolish:

- 8110R School Building Safety Regulation
- 8120R Accident Prevention
- 8120.R1 Safe Use of Hazardous Materials
- 8120.2R2 Safe Use of Hazardous Materials
- 8135E Safe Schools Exhibit
- 8210 Buildings and Grounds Security

## D. HUMAN RESOURCES TRANSFERS (for notifications purposes only)

Name	Position Title	From	To	Salary Rate	Effect. Date
Bryan King	Laborer	TMS (split shift)	TMS (AM)	\$35,580 (Prorated) Gr. 2, Gr. 11	12-17-15

II. Action Items

## A. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

**Mr. Schofield made a motion to approve Items 1 – 11 as a Consent Agenda.**

**Second: Mr. Mayo**

**Carried: 9-0**

1. 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:

1. Unclassified Employee - Leave of Absence

NAME	TENURE AREA	% SERVICE	ASSIGN	EFFECTIVE DATE
a. Celine Boule	Science	100%	TMS	12/21/15 - 12/23/15 (total 2.5 days)
b. William Guilbo	Teaching Assistant	100%	PS-2	12/22/15 - 12/23/15 (total 2 days)

2. Unclassified Employee - Resignation

NAME	TENURE AREA	% SERVICE	ASSIGN	EFFECTIVE DATE
a. Francesca LoGiudice	Elementary (Grade 4)	100 %	PS-14	1/8/1 6

3. Unclassified Employee - Tenure Appointments

NAME	TENURE AREA	% SERVICE	ASSIGN	TENURE DATE	CERTIFICATION
a. Thomas Dansereau	School Psychologist	100%	PS-12	1/3/16	School Psych, Prov.
b. Michelle Durham	Teaching Assistant	100%	CHS	1/3/16	T-Assistant, Level III

4. Unclassified Employee - Probationary Appointment

NAME	TENURE AREA	% SERVICE	ASSIGN	PROB APPT START DATE	PROB APPT END DATE	CERT STATU S	SALARY RATE
a. Melissa Boucher (Resign J. Christopher)	Technology	100%	TMS	1/11/16	1/10/20	Technology, Initial	\$43,500 (prorated) (S-1, Col A)

\* 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.

5. Unclassified Employee - Temporary Appointment

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>EFFEC DATES</u>	<u>CERT STATUS</u>	<u>SALARY RATE</u>
a. PULLED	Remedial Reading	100%	PS-2 CHS /			
b. James Sudduth	Music	60%	TMS	1/4/16 - 6/30/16	Music, Professional	\$26,700 (\$44,500) (S-1, C-E prorated)

6. Unclassified Employee - 2015-16 Student Interns (Unpaid)

<u>NAME</u>	<u>COLLEGE</u>	<u>AREA OF STUDY</u>	<u>SUPERVISOR</u>	<u>ASSIGN</u>
a. Lauren McKay	Sage College	Health	Lance Matter	THS
b. Dan VanWinkle	SUNY Albany	English	Jessica Murray	THS
c. Christopher Zema	SUNY Albany	English	Jessica Murray	THS

7. Unclassified Employee - 2015-16 Mentor-Mentees

<u>MENTEE</u>	<u>TENURE AREA</u>	<u>ASSIGN</u>	<u>MENTOR</u>	<u>SALAR Y</u>	<u>EFFEC DATE</u>
Kaylyn Reynolds	Mathematics	TMS	Karen Altman	\$1,250 (prorate)	9/1/15 - 12/11/15
(amend salary and effective date BOE Agenda 9/2/15, page 5)					
Kaylyn Reynolds	Mathematics	TMS	Jennifer DeMarco	\$1,250 (prorate)	12/12/15 - 6/30/16

8. Unclassified Employee - 2015-16 Extra Assignments

<u>NAME</u>	<u>TENURE AREA</u>	<u>ASSIGN</u>	<u>EFFEC DATE</u>	<u>SALARY RATE</u>
Anne Weaver	Special Ed- General	TMS 6th period	12/1/15 - 6/30/16	\$6,000 (prorated)

9. Unclassified Employee - 2015-16 TMS Programs

<u>NAME</u>	<u>TENURE AREA / POSITION TITLE</u>	<u>SALARY RATE</u>
a. Parent Engagement / Involvement Activities (through 8/31/16)		
Nancy	Teaching	
Naples	Assistant	\$26.00 / hour up to 30 hours

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

<u>NAME</u>	<u>TENURE AREA / POSITION TITLE</u>	<u>SALARY RATE</u>
Joshua Wickert	Teaching Assistant / Teacher	\$1,833 / session up to 2 sessions

11. Unclassified Employee - 2015-16 Substitutes

<u>NAME</u>	<u>TEACHERS</u>		<u>TEACHING ASST</u>		<u>HOME TUTOR</u>	
	<u>Certified / Uncertified</u>		<u>Certified / Uncertified</u>		<u>Certified / Uncertified</u>	
	<u>(\$100 / day)</u>	<u>(\$90 / day)</u>	<u>(\$12.00 / hr)</u>		<u>(\$31.00 / hr)</u>	
William Brooks		X	X			X
Marissa Chille		X	X			
Daniel Hoffman						X

Kodi Kibler	X	X	
Rebecca LaForest			X
Stanislava Lazos	X	X	
Amy Mandel			X
Kelsey Maslowsky			X
Caitlin Neher	X	X	
James Sudduth	X		

2. [Staff Matters - Classified](#) (reviewed by D. Watson)

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

**Second: Mr. Mayo**

**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. Classified Employee - Leave of Absence

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a. James Nash	School Monitor	100%	TMS	1/4/16 - 1/5/16
b. Cassidy Wachtel	Secretary	50%	District/Athletics	12/14/15 - 12/18/15

2. Classified Employee - Resignation

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a. Theresa Kaniff	Secretary	100%	Technology	12/14/15

3. Classified Employee - Temporary Appointments

<u>NAME</u>	<u>POSITION</u>	<u>%</u>	<u>ASSIGN</u>	<u>EFFECTIVE</u>	<u>SALARY</u>
<u>NAME</u>	<u>TITLE</u>	<u>SERVICE</u>		<u>DATE</u>	<u>RATE</u>
a. Sharlene Shaffer	Deputy Treasurer	as needed	District	12/15/15 -	\$32.83 / hour
	(Interim)		Business Office	until further notice	
b. Alicia Mariano	Adult Ed Clerk	up to 10	Adult Ed	11/2/15 -	\$11.00 / hour
	(Substitute)	hours / week		until further notice	

4. Volunteers

<u>PS-2</u>	<u>PS-14</u>	<u>PS-16</u>	<u>CHS</u>
Kerry Allen	Mosed Ali Saleh	Kerry Allen	Jessica Boomhower
Shewanna Conyers	Candi Valigorsky		

District / Sports

Jason Cloud (Football)
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**B. SUPERINTENDENT'S RECOMMENDATIONS - PROGRAMS** (reviewed by D. Watson)

**Mr. Schofield made a motion to approve Items 1 – 3 as a Consent Agenda.**

**Second: Mr. Mayo**

**Carried: 7-0**

1. Contract - CEO (Expanded 3-Yr. Old PK Program)

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 Commission on Equal Opportunity (CEO) to expand the PK 3-year old program at School 12 to for the period of January 1, 2016 through June 30, 2016. The District shall pay a tuition rate of \$3,240 per student with a maximum of 35 students to be paid from PK 3-year old Grant.

[CEO: Click this Link](#)

2. Contract - CEO (Support of 3 Yr. Old PK Program)

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 Commission on Equal Opportunity (CEO) for evaluation and reporting support of the PK program 3-year old at School 12 for the period of January 1, 2016 through June 30, 2016 in the amount of \$3,000 to be paid from PK 3-Year Old PK Grant.

[CEO: Click this Link](#)

3. Contract - Utica College

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 an externship agreement with Utica College School Health Professions and Education for Student Clinical Program Placement at no cost to the District.

[Utica College: Click this Link](#)

**B. SUPERINTENDENT'S RECOMMENDATIONS - BUSINESS FINANCE** (A. Hotaling)

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

**Second: Mr. Mayo**

**Carried: 7-0**

1. Contract Addendum - Redburn Development Companies (BOE 12-2-15)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves the First Addendum to the Purchase and Sale Agreement, dated August 19, 2015, between the District and Redburn Development Companies, LLC for the sale of the former School 1 property, to permit an assignment from Redburn Development Companies, LLC to 2920 5th Ave. Assoc. LLC, a related entity, and authorizes the President of the Board of Education to execute the same.

[Redburn Development Companies: Click this Link](#)

2. Surplus Equipment

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, that the following equipment be surplus:

- a. Wii Dance Floors (2) (to be donated to Center for Disabilities)
- b. Computers and Monitors (stored at School 1)

[Computer Inventory: Click this Link](#)

3. Change Orders (Technology Capital Project)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves the following change orders (click links below):

	<u>Vendor</u>	<u>Order #</u>	<u>Amount</u>	<u>Increase</u>
a.	Stanley Security Systems	SC-02	\$741,104	\$25,690
b.	Stanley Security Systems	SC-03	\$741,104	\$0 unchanged
c.	Stanley Security Systems	SC-04	\$741,104	\$7,986

4. Donations

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

	<u>Donor</u>	<u>Amount</u>	<u>Purpose</u>
a.	Virginia Madore	\$10.00	Troy Music Dept. in memory of F. Balistreri
b.	School 14 PTA	\$443.04	1st Grade field trip
c.	TMS PTO	\$1127.70	7th Grade field trip (amend BOE 10-7-15)



#### D. BOARD RESOLUTION

**Mr. Schofield made a motion to approve Item 1.**

**Second: Mr. Mayo**

**Carried: 7-0**

##### 1. CSEA Stipulation of Settlement Agreement

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Enlarged City School District of Troy hereby approves a Stipulation of Settlement with respect to the settlement of a grievance filed by CSEA (AAA No. 01-15-0003-6142) and an Improper Practice Charge filed by the CSEA (Case No. U-34469) and hereby authorizes the President of the Board of Education to execute the written Settlement Agreement.

#### E. FUTURE MEETINGS

1. January 6, 2016 at 6:30PM (TMS)
2. January 20, 2016 at 6:00PM (PS18)
3. January 25, 2016 at 6:00 pm (TMS) Executive Session
4. February 3, 2016 at 6:30 pm (TMS)
5. February 10, 2016 at 6:00 pm (TMS) Special Meeting (canvas votes)
6. February 13, 2016 at 6:00 pm (TMS) Special Meeting (building condition surveys)

Discussion: Ms. Marro-Giroux asked about late fees reported by the Internal Auditor. Mr. Hotaling said that each situation is different. Ms. Ahearn stated vendor contracts can be negotiated when renewed for possible 60-day payments to avoid late fees. Ms. Marro-Giroux said she made comments on the draft agenda emailed to the Board but they were not answered. Mr. Carmello apologized he did not see them but reminded the Board that conversations cannot take place via Google Docs/email due to open meetings law. Additionally, although the Board has decided to be "paperless", open meetings law requires us to provide the public with paper copies. Using Chromebooks for paperless Board meetings is not about saving paper as much as it is making Troy a leader in technology.

#### IV. Motion to Adjourn

At 6:50 pm Mr. Schofield made a motion to adjourn. This was seconded by Mr. Mayo and was carried 7-0.

Respectfully submitted by,

A handwritten signature in blue ink that reads "Mary Beth Bruno". The signature is written in a cursive style with a large initial 'M' and a long, sweeping underline.

Mary Beth Bruno  
Board Clerk