



**BOARD OF EDUCATION
MINUTES**

Date of Meeting: November 20, 2013
Type of Meeting: WORKSHOP
Location: Carroll Hill School

I. MEETING CALLED TO ORDER

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

II. ROLL CALL

Members Present: Mr. Jason Schofield, President
Mr. Bill Strang, Vice President
Mrs. Ann Apicella
Ms. Elizabeth Denio
Mrs. Carol Harvin
Mr. Michael Tuttmann
Mrs. Anne Wager-Rounds

Members Absent: Mr. Tom Mayo
Ms. Martha Walsh

Also Present: Mr. John Carmello, Superintendent of Schools
Dr. Donna Watson, Assistant Superintendent
of Curriculum and Instruction
Ms. Kristen Miaski, Director of Human Resources

Also Absent: Ms. Mary O'Neill, Assistant Superintendent for Business

III. EXECUTIVE SESSION

At 5:30 pm, Mr. Schofield made a motion to move to Executive Session to discuss a contractual matter. This was seconded by Mr. Strang and carried 7-0. Mr. Carmello, Dr. Watson and Mrs. Miaski were invited to attend.

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

Matthew Wade, Board President for Brittonkill School District - He is running for vacancy in NYSSBA Board of Directors Area 7. He would like the opportunity to represent the next generation of school board members. He asked Troy board to support him with their vote.

NON-ACTION ITEMS

VI. PRINCIPAL'S PRESENTATION - C. PARKER [postponed]

Dr, Parker was unable to attend tonight's meeting and his presentation will be re-scheduled.

VII. SUPERINTENDENT'S REPORT - J. CARMELLO

Mr. Carmello reported that District Offices will be relocating from School 1 to School 12 on Friday, November 22nd.

School Safety Plans - School safety plans will be approved tonight. These plans are confidential and we work with Troy Police. Administrators have held lock down drills. School 14 has had issues in the past with open floor plan; but Questar and Troy Police have made recommendations. The new Capital Project would improve camera security.

Mr. Tuttman asked if we are required by law to hold a public hearing on Safety Plans. Mr. Carmello stated there was public input when original plans were developed. Mr. Tuttman would like to remove security plans from agenda and review plans in Superintendent's Office.

Mrs. Wager-Rounds said the former Security Coordinator made a presentation about security to the Board a long time ago.

Mrs. Harvin said that Mr. Heiner, Director of Technology, made a very good presentation about needs for security upgrades.

P-Tech Grant - Implementation of the P-Tech Grant is underway to take Troy students from regents diploma to associates degree at Hudson Valley Community College. We have targeted 30 students in the first year and up to 300 by end of grant. Partnerships will be with HVCC, Center or Economic Growth and GE. Troy is 1 of 16 districts in NYS who have received this grant. Mr. Carmello indicated there will be a BOE rep on the steering committee and members should email him if interested.

Budget Update - Mr. Carmello attended a state-wide school budget consortium at Questar. Troy has lost \$18 million in the last four years due to gap elimination and Mr. Carmello would like to discuss this with BOE at next workshop meeting. He does not want Common Core battles to distract legislators and would rather keep the focus on increasing the state aid for the district to the appropriate level.

NYSSBA Convention - Each member who attended annual convention in Rochester noted the following highlights:

A. Rounds - Most rewarding workshop was about paperless board meetings; a district saved \$20,000 in first year. Tablets are aidable. She would like Troy students to participate in art shows at future NYSSBA conventions.

M. Tuttman - Would like to see school up to speed before money spent on board meetings. He would like to see a cost analysis at next workshop mtg.

C. Harvin - She is in favor of paperless board meetings. She attended workshop on enhancing diversity. Troy needs more work in this area; more diversity in positions. She attended workshop on evaluating the superintendent. There is a procedure and checklist. She will share what she learned.

A. Apicella - Convention was very helpful as a new board member. She learned it is important to obtain legal consultation before selling district property.

M. Tuttman - Attended several workshops such as "Branding and Publicizing the District". Troy is doing a good job in this area. He learned about the disproportion of suspensions among ethnic groups. He also attended "Homeland Security in NY" regarding active shootings; public perception versus reality.

Capital Project - Mr. Carmello and Mr. Heiner attended PTA meetings for each school to talk about the Technology and Security Capital Project. Parents have been very receptive. He discussed the project with 20/20 group; Mr. Dunn talked with Police Commissioner about security upgrades. There will be a Town Hall meeting for Capital Project on December 4th. Video was played "Technology in Motion" which included TMS student testimonials regarding 21st century technology at the new Troy Middle School.

VI. POLICY REVIEW - J. CARMELLO

Mr. Carmello stated the Policy Review Committee (A. Apicella, C. Harvin, A. Rounds and J. Schofield) meets monthly to review updates to our policy manual and this has been very efficient. The policies have been discussed by the committee and they have accepted NYSSBA's recommended changes. There were no questions regarding policies.

1. Recommended for Revision: (reviewed by committee 10/29)

- 0100 Equal Opportunity
- 2111 Board Member Authority
- 2121 Board Member Qualifications
- 2139 Board Member Resignation
- 2160 School Board Member Ethics
- 2310 Regular Meetings
- 2320 Special Meetings
- 2330 Executive Session
- 5153 Student Assignment to Schools and Classes
- 9420 Staff Evaluation
- 9420.1 Building Principal and Classroom Teacher Evaluation

VIII. TREASURER'S REPORT - K. CIETEK

October Financials - Kathleen Cietek, District Treasurer, provided Board members with financial report in Friday packet. She stated there was nothing significant to report. There were no questions.

ACTION ITEMS

IX. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

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

Second: Mr. Strang

Carried: 7-0

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:

1. Unclassified Employee - Resignation

	<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a.	Christina Farinacci-Roberts	Assistant Principal	100%	THS	12/12/13

2. Unclassified Employee - Leave of Absence

	<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a.	Christine Cooney	Teaching Assistant	100%	TMS	3/12/14 - 3/14/14 (3 days)

3. 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. Antoinette Williams	Elementary (Grade 1)	100%	PS-2	11/25/13	11/24/16	Childhood Ed 1-6, Professional	\$44,500 + \$13,000 (S-1, C-E + stipend)

4. Unclassified Employee - Temporary Appointment

<u>NAME</u>	<u>TENURE AREA/ POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>EFFEC DATES</u>	<u>CERT STATUS</u>	<u>SALARY RATE</u>
a. Joe Mooney	Asst Prog Director 21st Century	75%	District	11/7/13 - 6/30/14	Teaching Asst, Level I	\$34,650 (Grant)

(amend salary rate & effective dates BOE Agenda 11/6/13, page 2)

5. Unclassified Employee - 2013-14 21st Century Program

<u>NAME</u>	<u>POSITION TITLE</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a. William Wendelken	Teacher	up to 10 hrs / week	\$31.00 / hour
b. Tammie Lockrow	Teaching Assistant	up to 10 hrs / week	\$26.00 / hour
c. Dawn Thompson	Teaching Assistant	up to 10 hrs / week	\$26.00 / hour
d. Charles Walker	Teaching Assistant	up to 10 hrs / week	\$26.00 / hour

(amend max hours BOE Agenda 9/4/13, page 5)

6. Unclassified Employees - 2013-14 PS-16 AfterSchool Programs

<u>NAME</u>	<u>PROGRAM</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a. Fran Hyde	ELA & Math Enrichment (Substitute)	1.5 hrs / day up to 2 days / wk	\$31.00 / hour

7. Unclassified Employee - 2013-14 Winter Sports

<u>NAME</u>	<u>POSITION TITLE</u>	<u>%</u>	<u>SALARY RATE</u>
a. Patrick Haggerty	Freshman Coach	50%	\$2,057.50
b. Anthony DiTroia	Modified Coach		\$2,675.00

(amend position title and salary rate BOE Agenda 11/6/13, page 4)

8. Unclassified Employee - 2013-14 Professional Development

<u>NAME</u>	<u>TENURE AREA</u>	<u>PROGRAM</u>	<u>SALARY RATE</u>
a. Nancy Smith	Mathematics	Math Common Core	\$31.00 / hour up to 4 hours max
b. MaryGrace Tompkins	Mathematics	Parent Workshop	\$31.00 / hour up to 4 hours max

9. Unclassified Employee - 2013-14 Other Assignments

<u>NAME</u>	<u>TENURE AREA</u>	<u>PROGRAM</u>	<u>SALARY RATE</u>
a. Gary Bloomingdale	ESL	Tutoring	\$31.00 / hour up to 4 hours / week
b. Linda McHenry	Reading	PS-2 Parent Workshops	\$31.00 / hour up to 8 hours max

10. Unclassified Employees - 2013-14 Substitutes

<u>NAME</u>	<u>CERTIFIED</u>	<u>UNCERTIFIED</u>	<u>TEACHING ASST</u>		<u>HOME TUTOR</u>	
	<u>(\$100.00 / day)</u>	<u>(\$90.00 / day)</u>	<u>Certified</u>	<u>Uncertified</u>	<u>Certified</u>	<u>Uncertified</u>
Arianna Braden	X					
Stephen Chindamo	X					
Nicolette DeMagistris	X					
Eric Hauenstein	X					

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

Mr. Schofield noted that Items 1 and 2 have been withdrawn from the agenda.

Mr. Schofield made a motion to approve Items 3 and 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 **[withdrawn]**

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>EFFECTIVE DATE</u>	<u>SALARY RATE</u>
a.	High Pressure Boilerman	100%	District		\$39,406 (prorated) (S-1, Gr-16)

2. Classified Employee - 2013-14 Substitutes **[withdrawn]**

<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)
Gregory Keville					X

3. 2013-14 Volunteers

<u>PS-14</u>	<u>PS-18</u>
Fred Stein Cynthia Tisdale	Xia Zhung

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

<u>NAME</u>	<u>POSITION TITLE</u>	<u>ASSIGN</u>	<u>EFEC DATE</u>	<u>SALARY RATE</u>
Richard Hunt	Maintenance	PM to AM	11/12/13	\$45,118 to \$43,804 (amend effective date BOE Agenda 10/16/13, page 5)

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

Mr. Schofield made a motion to approve Item 1.

Second: Mr. Strang

Carried: 7-0

1. Change Order

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

<u>Vendor</u>	<u>Order No.</u>	<u>Original Sum</u>	<u>Decrease</u>
Schenectady Hardware and Plumbing	EC-09	\$4,393,500.00	\$5,043.00

XI. BOARD RESOLUTIONS

Mr. Schofield made a motion to withdraw School Safety Plans at Mr. Tuttmann's request.

Discussion: Ms. Ahearn stated that Education Law requires a public hearing on initial safety plans but law is silent on revisions to plan. Tonight's meeting could be considered a public hearing. Public hearing was held 4 to 5 years ago when we implemented current software. Safety plans will be tabled until December 18th.

Second: Mr. Strang

Carried: 7-0

1. 2013-14 School Safety Plans *[withdrawn]*

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 confidential district and building Safety Plans for the 2013-14 school year.

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

Second: Mr. Strang

Carried: 7-0

2. Technology and Security Capital Project

a. Board of Registration

BE IT RESOLVED, that Ruth Goerold and Joyce Forner be appointed for a term of one year to serve on the Board of Registration for the purpose of preparing a register of each school election district for the Capital Project Vote on December 10, 2013. Remuneration shall be \$50 each.

b. Registration Day

BE IT RESOLVED, that Tuesday, November 26, 2013 shall be designated as Registration Day for the Capital Project Vote on December 10, 2013, and be it

FURTHER RESOLVED, the Registration Day will be held at District Offices located at School 12, 475 First Street from 12 noon to 4 pm.

c. Election Administrators

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Board Clerk, hereby appoints Kevin O'Malley and Joseph Mele as Election Administrators for Capital Project Vote on December 10, 2013. Remuneration to each is \$600 for all services to be provided for the voting process.

d. Polling Locations and Polling Hours

BE IT RESOLVED, that the Board of Education hereby approves the following sites as polling locations for the Capital Project Vote on December 10, 2013, and be it

School 2	School 16	Carroll Hill School
School 14	School 18	District Offices at School 12

FURTHER RESOLVED, the new polling hours for the Capital Project Vote shall be 7:00 am to 8:00 pm.

e. Appointment of Election Inspectors

BE IT RESOLVED, that the Board of Education, upon the recommendation of the District Clerk, hereby approves the following individuals as Election Inspectors for the Capital Project Vote, to be paid \$10 for attendance at Orientation Meeting and \$125 for inspector services on December 10, 2013.

Rosemarie Bateman	Ruth Goerold	Pat Minehan	Flora Carr
Richard Boland	Brenda Harrison	Caroline Martin	Leandra Moore
Rosemary Burns	Ruth JoJo	Barbara Romano	
Pat Cunningham	John JoJo	Alice Santandera	
Sandy Delamater	Sandy Krogh	Mary Smulsky	
Lynne Dubray	Helena Lienteigne	Kathleen Tremblay	
Barbara Epps	Louise Liberty	Eric Waite	

3. Board Clerk Employee Benefits Agreement

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy hereby adopts the Employment Benefits Agreement for the Board Clerk, effective July 1, 2013 through June 30, 2016.

XII. IMPORTANT CAPITAL PROJECT DATES

Mrs. Rounds would like an exit poll survey for the Capital Project Vote on December 10th.

1. Personal Registration Day - November 26, 2013 (12 - 4 pm) at School 12
2. Technology Day - December 3, 2013 at TMS
3. Town Hall Meeting - December 4, 2013 (6:30 pm) at Veterans Memorial Auditorium
4. Vote Day - December 10, 2013 (new poll hours 7:00 am to 8:00 pm)
Polling Locations: Schools 2, 12, 14, 16, 18 and Carroll Hill School

XIII. FUTURE MEETINGS

1. December 4, 2013 at 7 pm (TMS)
2. December 11, 2013 at 6 pm (TMS) - special meeting
3. December 18, 2013 (PS14)

XIV. ADJOURN

At 7:00 pm Mr. Schofield made a motion to adjourn the meeting. This was seconded by Mr. Strang and carried 7-0.

Respectfully submitted by,

Mary Beth Bruno
Board Clerk