



## Board of Education Meeting Minutes

Date of Meeting: January 20, 2016  
Type of Meeting: **REGULAR**  
Location: School 18

### I. Call to Order

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

#### A. **ATTENDANCE**

Present:

Jason Schofield, President  
Tom Mayo, Vice President  
Ann Apicella  
Elizabeth Denio  
Mary Marro-Giroux  
Bill Strang  
Michael Tuttman  
Anne Wager-Rounds

Absent:

Carol Harvin

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

Citizens Advisory Committee:

Mary Ellen Adams  
Ken Hughes

Absent:

Tom Meyer

## **B. EXECUTIVE SESSION**

Mr. Schofield made a motion at 6:00 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. School 18 students Elisabeth McDonald and Gavin O'Connor led the Pledge of Allegiance. Elisabeth was 1<sup>st</sup> Place Winner of the District Spelling Bee and Gavin won 2<sup>nd</sup> Place.

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

None.

## **II. Non-Action Items**

### **A. SCHOOL 18 PRINCIPAL'S PRESENTATION**

Mrs. Virginia Don-Vito MacPhee thanked the Board for her appointment as principal in September 2015. She also thanked Cindy Kilgallon for her support and mentoring. Mrs. Don-Vito-MacPhee began a power point presentation with the School 18 mission statement and reviewed new building goals created by staff which supports the District goals.

School 18 recently had a LAP review which provided an opportunity to focus on areas of improvement. Teachers and administration understand we need to fill gaps to increase student achievement. School 18 has a new professional development plan with a focus on improved literacy. Improving student achievement in literacy begins with assessing student's strengths and needs. All students have been assessment and data was analyzed by teachers to design future instruction. Students were grouped according to skill strength and needs.

School 18 has additional programs for students such as character education, afterschool enrichment; Odyssey of the Mind; Fun Run to raise money for playground and community partners with RPI. Mrs. DonVito-MacPhee is very proud the parent involvement at School 18 and this year's District Spelling Bee winners who are School 18 students.

### **B. TREASURER'S REPORT**

Ms. Kathleen Cietek, District Treasurer, reported on the December 2015 financials. Budget transfers are primarily salary and alignment of BOCES encumbrance to the actual invoice. Our internal auditor reviewed 415 payments totaled \$5.4 million. We are projecting revenues and

---

expenditures for the General Fund to be even. We anticipate using \$85,000 of School Lunch fund balance to improve various kitchens and cafeterias throughout the District. Twelve grants have been approved in Special Aid and 3 are under review. Treasurer's Report – all accounts have been reconciled.

### **C. 2016-17 BUDGET DEVELOPMENT**

Mr. Carmello began a budget presentation by stating Troy is a "District on the Rise" and headed in the right direction. We need to develop a budget that is fiscally responsible and educationally sound. This will be harder to do than ever before. We anticipate the tax cap to be zero percent and possible even negative, so will need to increase in State Aid in order to balance the budget. Mr. Carmello stated that the Governor's Budget did not reflect an increase in aid we were expecting for high-needs districts like Troy and was significantly less than what the Educational Conference Board and Board of Regents recommended. Foundation Aid does not come close to what we need.

Draft 1 of the 2016-17 budget is \$109,590,960 with an increase of 1.32 percent. Draft 1 revenues are \$108,398,443 with give a shortfall of \$1.2 million. The budget draft includes a rollover of the current budget with built-in cost increases and the "Tier 1" administrator requests.

Cost increases include salaries, BOCES, insurance and charter tuition. Administrators' requests include: Tier 1 - increase in elementary sections to maintain class sizes, principal's assistant and PPS assistant director which will be balanced by a retiring administrator's salary. Tier 2 - prioritized requests that will be under consideration when we get additional aid from the State. Savings are anticipated in retirement rates: ERS from 18.2% to 15.5%; TRS from 13.26% to 12%. This translates to a budget savings over \$300,000.

Next steps will be analyze the Governor's Executive Budget; prioritize Tier 2 requests and our current programs and continue a comprehensive review of the budget. Mr. Hotaling has a new set of eyes on Troy's budget and has already recommended some areas for savings. Mr. Carmello said that advocacy efforts are more important than ever.

Discussion: Mrs. Adams asked about an extension of the tax rebate for residents. Mr. Carmello said checks are being mailed for this year because Troy was under the tax cap last budget season, but does not believe the State is continuing this program. Mr. Schofield asked about the impact of a zero percent tax increase. Mr. Hotaling explained there is a formula based on our debt and capital exclusions; Troy's CPI is 1.0012. Mrs. Wager-Rounds said she was concerned about expanded sections and asked about whether there was room in our buildings for additional sections. Mr. Carmello said we are exploring several options regarding our space issue. Mrs. Adams asked what the enrollment was for Troy High School. THS enrollment is 1258, which is an increase of approximately 75 students from last year. Total district enrollment

is 4019 as of December 2015, a slight decrease district-wide from 4175 at the same time last year.

### III. Action Items

#### A. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

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

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

**Second: Mr. Mayo**

**Carried: 8-0**

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:

[Unclassified Appts. 1-12: click this link](#)

2. Staff Matters - Classified (reviewed by K. Miaski)

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

**Second: Mr. Mayo**

**Carried: 8-0**

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:

[Classified Appts. 1-4: click this link](#)

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

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

**Second: Ms. Marro-Giroux**

**Carried: 8-0**

1. Contract - Advanced Therapy

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, upon the recommendation of the Superintendent, hereby approves a contract with Advanced Therapy for special education services from November 1, 2015 through June 30, 2016 for (2) students. \$4,500 for November 1 - December 23, 2015; \$27,720.00 for January 1 - June 30, 2016 for a total of \$32,220 to be paid from Special Education funds.

[Advanced Therapy: click this link](#)

2. Contract - Oak Hill School (2015-16)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, upon the recommendation of the Superintendent, hereby approves a contract with Oak Hill School for special education services from January 1, 2016 through June 30, 2016 at a cost of \$16,868.40 for (1) student to be paid from Special Education funds.

[Oak Hill School 2015-16: click this link](#)

3. Contract - Oak Hill School (T. A.)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, upon the recommendation of the Superintendent, hereby approves a contract with Oak Hill School for special education services from January 1, 2016 through June 30, 2016 at a cost of \$15,896.67 for Teacher Assistant for (1) student to be paid from Special Education funds.

[Oak Hill School \(T.A.\): click this link](#)

4. Contract - Tiffany S. Powell, Ph D.

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, upon the recommendation of the Superintendent, hereby approves a contract with Tiffany S. Powell, PhD. for professional development "Cultivating the Culturally Responsive Teacher" from January 1, 2016 through June 30, 2016 at a cost of \$4,000 to be paid from Title I funds.

[Tiffany S. Powell, PhD.: click this link](#)

5. Contract - The Sage Colleges - O.T. Clinical Internship

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, upon the recommendation of the Superintendent, hereby approves a clinical internship agreement for occupational therapy fieldwork experience with The Sage Colleges at School for period of January 1, 2016 through December 2020 at no cost to the District.

[The Sage Colleges: click this link](#)

6. Out of State Conference

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, upon the recommendation of the Superintendent, hereby approves an out of state conference:

<u>Conference</u>	<u>Faculty</u>	<u>Date</u>	<u>Paid by</u>
"Well Rounded Grants" World Philadelphia, PA	Donna Fitzgerald Juli Currey	May 4-6, 2016	Title I

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

**Mr. Schofield made a motion to approve Items 1-2 as a Consent Agenda.**

**Second: Mr. Mayo**

**Carried: 8-0**

1. Bid Award - Dinner Program

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby awards the Dinner Program bid (for 21st Century students), opened on January 19, 2016, to be awarded to the following lowest responsible bidder:

Sodexo Operations, LLC  
Hot Dinner \$2.60 each meal  
Cold Dinner \$2.24 each meal

2. 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>
Charles L. Touhey	School 2 Play "Annie"	\$1,000

**D. FUTURE MEETINGS**

1. January 25, 2016 at 6:00 pm (TMS) Executive Session
2. February 3, 2016 at 6:30 pm (TMS)
3. February 10, 2016 at 6:00 pm (TMS) Special Meeting
4. February 24, 2016 at 6:00 pm (School 2)

**IV. Motion to Adjourn**

At 7:10 pm Mr. Schofield made a motion to adjourn the meeting. This was seconded by Mr. Mayo and carried 8-0.

Respectfully submitted by,



Mary Beth Bruno  
Board Clerk