



## THE ENLARGED CITY SCHOOL DISTRICT OF TROY, NY

### BOARD OF EDUCATION

Date of Meeting: December 7, 2011  
Type of Meeting: BOARD OF EDUCATION  
Location: School 14

### MINUTES

#### I. MEETING CALLED TO ORDER

At 6:00 pm Mrs. Wager-Rounds called the meeting to order.

#### II. ROLL CALL

Members Present: Mrs. Anne Wager-Rounds, President  
Ms. Mary Marro-Giroux, Vice President  
Mrs. Ilene Clinton  
Mr. Tom Mayo  
Mr. Bill Strang  
Mr. Schofield  
Mr. Michael Tuttmann

Members Absent: Mrs. Carol Harvin  
Ms. Martha Walsh

Also Present: Dr. Brian Howard, Interim Superintendent  
Mr. John Carmello, Assistant Superintendent for Curriculum & Instruction  
Ms. Mary O'Neill, Assistant Superintendent for Business  
Ms. Kathy Culligan, Human Resources Director  
Ms. Kathy Ahearn, School Attorney

#### III. EXECUTIVE SESSION

Mrs. Wager-Rounds made a motion to enter into Executive Session at 6:00 pm for purpose of evaluation of the Interim Superintendent and discussion with counsel regarding a personnel matter. Mr. Carmello, Ms. O'Neill, Ms. Culligan and Ms. Ahearn also attended. Executive Session ended at 6:55 pm.

#### IV. PUBLIC SESSION

At 7:00 pm Mrs. Wager-Rounds called the meeting to order with the Pledge of Allegiance.

## V. MOMENT OF SILENCE

Mrs. Wager-Rounds stated the District mourns the loss of teacher Mrs. Linda Keenan. Mrs. Keenan was hired by the District in 1988 as substitute and assistant cheerleading coach. Since 1990 she was an elementary school teacher for the district and was a beloved third grade teacher at School 18 at the time of her death.

The Board recognized Mr. Clem Zotto who also passed away recently. Mr. Zotto was a former coach, teacher, administrator and Board member. Troy High's gymnasium was dedicated to Mr. Zotto in 1999.

## VI. DISTRICT ANNOUNCEMENTS

(1) Albany Symphony Orchestra's Adopt-a-School Program was held at each elementary building last week. This program is completed underwritten by the generosity of First Niagara Bank and the O'Bryan Family Foundation. (2) Congratulations to Kathleen Whitlock of DMS as winner of District Spelling Bee. Runners up were Brandon Jones and Soleil Moon from School 16. (3) More good news at School 14 which had 352 students with a blank discipline log for the entire first quarter in grades K-6.

## VII. SUPERINTENDENT'S REPORT

Dr. Howard stated School 2's playground is in need of repair. He asked to address this by forming a community committee to seek resources and grant funding. Mr. Tuttmann recommended "Wonder Works".

Dr. Howard would like to give the Board a proposal for new format of meetings to allow more time for discussions and possibly fewer meetings.

## VIII. CAPITAL PROJECT UPDATE

Mike Fanning of Mosaic Associates reported the first part of Capital Project is complete except for minor items on punch list. Phase 2 involves the reconstruction of DMS. Bids are received and contracts have been signed. Asbestos abatement has begun. Chris Levitas of U.W. Marx reported that project signs have been posted. Main demolition will begin will begin December 19th. Mrs. Rounds requested timelines for the next meeting.

## IX. BOARD OF EDUCATION COMMITTEE REPORTS

1. Policy Committee - In Mrs. Harvin's absence, Mrs. Wager-Rounds reported on the November 2nd meeting. Policies were reviewed for a second time and approved at next BOE meeting. Networking policy will be under further discussion.
2. Education Committee - Ms. Marro-Giroux reported on the November 16th meeting. CHS and School 2 have been designed as "in need of improvement" by State Ed. Suspension reports for all buildings were compared to last year.
3. Finance Committee - Mr. Schofield reported on the November 30th meeting. He welcomed the members of the Citizens Advisory Committee; October financials were reviewed and auditors reported on internal controls for textbooks and technology.
4. Facilities Committee - Mr. Mayo reported on November 30th meeting. Pools will be temporarily closed first week of December. School 1 auditorium rug will be removed.

- 5. Transportation Committee - Mrs. Clinton reported on November 30th meeting. Durham representatives attended meeting. Additional routes have been added for Middle School and transportation has improved since September. District is going out to bid for 2012-13 transportation provider.

X. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS

There was no public comment.

XI. APPROVAL OF MINUTES

BE IT RESOLVED, that the Board of Education, hereby approves the following minutes:

**Mrs. Wager-Rounds made a motion to approve Items A and B as a Consent Agenda.**

**Second: Ms. Marro-Giroux**

**Carried: 7-0**

A. Board Meetings

- 1. Board of Education - November 2, 2011
- 2. Special Board of Education - November 9, 2011
- 3. Board of Education - November 16, 2011
- 4. Special Board of Education - November 30, 2011

B. Committee Meetings

- 1. Policy - November 2, 2011
- 2. Education - November 16, 2011
- 3. Finance - November 30, 2011
- 4. Facilities - November 30, 2011
- 5. Transportation - November 30, 2011

XII. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

- A. Staff Matters - Unclassified (Reviewed by J. Carmello)

**Mrs. Wager-Rounds made a motion to approve Items 1-9 as a Consent Agenda.**

**Second: Mr. Mayo**

**Carried Items 1-5 and 7-9: 7-0**

**Carried Item 6a: 6-0-1 (Mrs. Wager-Rounds abstained from 6 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 unclassified personnel actions:

1. Unclassified Employee - Retirement

	<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a.	MaryLynne Webster	Music	100%	School 2 & 18	12/31/11

2. Unclassified Employee - Leave of Absence

	<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
a.	Courtney Degnan	Elementary	100%	School 16	1/18/12 - 6/30/12	extend w/o pay

3. Unclassified Employee - Recall

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>EFFEC DATE</u>	<u>CERT STATUS</u>	<u>SALARY RATE</u>
a. MaryLisa Lyons	Teaching Assistant	100%	School 14	12/8/11	Teaching Asst, Level III	\$28,500 (Step 8)

4. Unclassified Employee - Temporary Appointments

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>EFFEC DATE</u>	<u>CERT STATUS</u>	<u>SALARY RATE</u>
a. Siobhan Kelly (LOA C. Degnan)	Elementary	100%	School 16 (Grade 2)	1/18/12 - 6/30/12	Child Ed 1-6, Initial	\$48,200 (S-5, Col E)
b. Christine Lorensen (H. Gelatt)	School Counselor	100%	THS	11/21/11 - 11/30/11	School Coun, Provisional	\$44,500 (prorated) (S-1, Col E)

5. Unclassified Employee - 2011-12 Student Interns (Unpaid)

<u>NAME</u>	<u>COLLEGE</u>	<u>AREA OF STUDY</u>	<u>SUPERVISOR</u>	<u>ASSIGNMENT</u>
a. Marisa Dwyer	SUNY Oswego	Elementary	Treva Shaer	School 16
b. Eric Ferrone	SUNY Oswego	Elementary	MaryAnn Schiermeyer	School 16
c. Fayth Henderson	College of St. Rose	School Counselor	Laura Stukenborg	School 16
d. Susanna Deyoe	College of St. Rose	Elementary	Casey Parker	CHS
e. Jessica Lawrence	College of St. Rose	Elementary	Casey Parker	CHS
f. Ryan Losanno	College of St. Rose	Elementary	Casey Parker	CHS
g. Kaitlin Halpin	SUNY Oneonta	ELA	Jessica Murray	THS

6. Unclassified Employee - 2011-12 6th Period Assignment

<u>NAME</u>	<u>TENURE AREA</u>	<u>ASSIGN</u>	<u>PROGRAM</u>	<u>EFFECT DATE</u>	<u>SALARY RATE</u>
a. Rita Cao-Garcia	Special Education	School 1	Community Based Art Class	10/1/11 - 6/30/12 (\$30.00/class x 2 classes/week)	\$6,000 (prorated)

7. Unclassified Employee - 2011-12 Winter Sports

<u>NAME</u>	<u>POSITION TITLE</u>	<u>SALARY RATE</u>
a. Darwin Carr	Modified Coach BOYS BASKETBALL	\$3,230.00
b. Jaimy Johnson	Modified Coach GIRLS BASKETBALL 50%	\$1,615.00
c. Sarah Wlodarczyk	Modified Coach GIRLS BASKETBALL 50%	\$1,615.00
(amend salary rate from BOE Agenda 11/2/11, page 3)		
d. Jacob Weaver	Volunteer Coach BOYS BASKETBALL	

8. Unclassified Employee - 2011-12 DMS 21st Century Program

<u>NAME</u>	<u>POSITION TITLE</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a. Kellee Bonenfant	Substitute Teacher	10 hours / week	\$30.00 / hour
b. Cynthia Dybas	Substitute Teacher	10 hours / week	\$30.00 / hour

9. Unclassified Employee - 2011-12 Spring Musical

<u>NAME</u>	<u>POSITION TITLE</u>	<u>SALARY RATE</u>
a. Virginia Madore	Costumes	\$1,368.00

10. Unclassified Employees - 2011-12 Substitutes

CERTIFIED (\$100.00 / day)

Adrienne Haase	Tamara Vitolins
Courtney Hammond	Jacob Weaver
Laura Hickey	Caterina Zogby

TEACHING ASSISTANTS (\$12.00 / hour)

David Casale	Jennifer Cramer
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B. Staff Matters - Classified (Reviewed by K. Culligan)

**Mrs. Wager-Rounds made a motion to approve Items 1-4 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 classified personnel actions:

1. Classified Employee - Temporary Appointment

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>APPOINTMENT EFFECT DATE</u>	<u>SALARY RATE</u>
a. Sandra Bruce	Custodian PM	100%	THS	12/8/11 - 8/9/12	\$36,168 (prorated) (S-1, Gr 13)

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

<u>NAME</u>	<u>POSITION TITLE</u>	<u>FROM</u>	<u>TO</u>	<u>EFFECT DATE</u>
a. Alan Mabee	Custodian PM	THS (3 PM - 11 PM)	CHS (2 PM - 10 PM)	11/29/11

3. Classified Employee - 2011-12 Volunteers

<u>School 2</u>	<u>School 14</u>	<u>School 16</u>
Terry D'Aloia	Janet Barreto	Brianna Loure
Martha Haraus	Erika Groff	
Robert Karlicek	Eric Ofori	
Emily Lucas	Chris Sohn	
Patricia Zima		

4. Classified Employee - Director of Human Resources (reviewed by Dr. Howard)

BE IT RESOLVED, That the Board of Education, upon the recommendation of the Superintendent, hereby adopts the terms and conditions of the employment agreement with Kathleen Culligan, Director of Human Resources, effective December 8, 2011.

XIII. SUPERINTENDENT'S RECOMMENDATIONS - PROGRAMS (reviewed by J. Carmello)

**Mrs. Wager-Rounds made a motion to approve Items 1-8 as a Consent Agenda.**

**Second: Mr. Mayo**

**Discussion: Mrs. Clinton had several questions regarding APPR Plan. Mr. Carmello addressed her concerns.**

**Carried: 7-0**

1. Annual Professional Performance Review (APPR) Plan (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 adopt the Annual Professional Performance Review Plan for the 2011-12 school year, pursuant to the requirements of Education Law Section 3012-c and accompanying regulations of the Board of Regents and the Commissioner of Education.

2. Contract - Astor Learning Center (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 the Astor Learning Center for special education services for September 1, 2011 through June 30, 2012 for 1 student at tuition rate of \$35,834.00 per student for 2011-12 school year (10-month) to be paid from special education funds.

3. Collaborative Agreement - Capital District Beginnings (UPK Program) (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 collaborative agreement with Capital District Beginnings for Universal PreK Program for 6-8 children with an integrated level of need in each of the UPK rooms at Troy Schools for 2011-12 school year at no cost to District.

4. Contract - LaSalle School (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 LaSalle School for special education services for 1 student from September 7, 2011 through June 30, 2012 for 1:1 aide in the amount of \$89.43 per day to be paid from special education funds.

5. Contract - St. Colman's Home (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 St. Colman's Home for special education services for 1 student from September 1, 2011 through June 30, 2012 for special education services in the amount of \$32,855.00 per student for school year (10 month) to be paid from special education funds.

6. Contract - St. Anne's Institute (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 St. Anne's Institute for special education services for 2 students from September 1, 2011 through June 30, 2012 for special education services in the amount of \$32,677.00 per student for school year (10 month) to be paid from special education funds.

7. Committee on Special Education Placements

BE IT RESOLVED, that the Committee on Special Education has submitted to the Board of Education the following students having the registration numbers as listed below in classes for students with special needs:

Amendment Agreement No Meeting

987662  
997963  
998217

Initial Eligibility Determination Meeting

988231  
999828 Charter School

Program Review

988236  
993309  
994596  
995054  
997844  
998309  
998405  
999426

Reevaluation Review

990149

Reevaluation Transfer Student

991089  
991284  
999594  
1000319  
1000708  
1000736 Charter School

Requested Review

987315  
990944 Charter School  
996018  
998549

Requested Review Transfer Student

990024  
999380  
999946 Non-Resident  
1000247 Non-Resident  
1000436  
1000497  
1000680  
1000683

8. Committee on Pre-School Special Education Placements

BE IT RESOLVED, that the Committee on Special Education has submitted to the Board of Education the following pre-school students having the registration numbers as listed below in classes for students with special needs:

Amendment Agreement No Meeting

998666

Early Intervention Transition

1000671  
1000722

Reevaluation Transfer Student

1000763

Requested Review Transfer Student

1000734

Initial Eligibility Determination Meeting

999419  
999853  
1000059  
1000664  
1000718  
1000725  
1000727

Requested Review

998584  
999420  
999685

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

**Mrs. Wager-Rounds made a motion to approve Item 1.**

**Second: Mr. Mayo**

**Carried: 7-0**

1. Financial Reports (October) (Addendum VII)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves the following financial reports:

- (a) Budget Transfers (October 2011)
- (b) Internal Claims Auditor Report (October 2011)
- (c) Treasurer's Report (October 2011)
- (d) Budget Status Reports (ending October 31, 2011)
- (e) Student Activity Fund (October 2011)

XV. BOARD RESOLUTION

**Mrs. Wager-Rounds made a motion to approve Item 1.**

**Second: Mr. Mayo**

**Discussion: Mr. Schofield thanked members of Citizens Advisory Committee.**

**Carried: 7-0**

1. Citizens Advisory Committee

BE IT RESOLVED, that the Board of Education, in accordance with Policy 1210, hereby appoints the following citizens to assist with the development of 2012-13 budget and serve in an advisory capacity without pay.

Mary Ellen Adams  
Laura Bevevino  
Lynne Dubray

Richard Ellis  
David Heyward  
Ken Hughes

Tom Meyer  
Wallace Renfrew  
Jeannie Steigler

XVI. FUTURE MEETINGS

Mrs. Wager-Rounds reminded the public that the regular Board meetings will be moved to School 1 beginning in January. She thanked Mrs. Cloutier and School 14 staff for hosting BOE meetings since September.

1. Board of Education Meetings

(1) December 21, 2011 (PS 2)

2. Committee Meetings

(1) Policy Committee - December 7, 2011 (following BOE at PS 14)

(2) Education Committee - December 7, 2011 (after Policy Committee)

(3) Finance Committee - December 19, 2011 (PS 1)

(4) Facilities Committee - December 19, 2011 (PS 1)

There will be Board Retreat on December 14th at 5:00 pm at PS1.

XVII. ADJOURN

At 7:45 pm, Mrs. Wager-Rounds made a motion to adjourn the meeting. This was seconded by Mr. Mayo and carried 7-0.



Respectfully submitted by,

Mary Beth Bruno  
Clerk of the Board