



THE ENLARGED CITY SCHOOL DISTRICT OF TROY, NY

BOARD OF EDUCATION

Date of Meeting: August 15, 2012
Type of Meeting: WORKSHOP
Location: School 1

MINUTES

I. PUBLIC HEARING ON CODE OF CONDUCT

In accordance with Education Law Section 2801, Troy City School District held a public hearing regarding 2012-13 Code of Conduct. Mr. Carmello noted that the only significant changes to last year's Code of Conduct was the additional language by school counsel regarding Dignity for All Students Act (DASA). No public comments were made.

II. MEETING CALLED TO ORDER

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

III. ROLL CALL

Members Present: Mrs. Anne Wager-Rounds, President
Mr. Bill Strang, Vice President
Ms. Ilene Clinton
Ms. Elizabeth Denio
Mr. Jason Schofield
Mr. Michael Tuttmann
Ms. Martha Walsh

Members Absent: Mrs. Carol Harvin
Mr. Tom Mayo

Also Present: Dr. Brian Howard, Interim Superintendent
Mr. John Carmello, Assistant Superintendent
of Curriculum and Instruction
Ms. Kathleen Cietek, District Treasurer
Ms. Kathy Ahearn, School Attorney

III. EXECUTIVE SESSION

At 6:00 pm Mrs. Wager-Rounds made a motion to move to Executive Session for the purpose of discussion a disciplinary matter regarding a tenured employee. This was seconded by Mr. Schofield and carried 7-0.

IV. PUBLIC SESSION

At 6:20 pm the public session was called to order with the Pledge of Allegiance.

V. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS

No public comments were made.

VI. SUPERINTENDENT'S REPORT

Reading Teachers - Dr. Howard reported on the status of reading teachers. He distributed a spreadsheet outlining current enrollment and projected numbers for the elementary schools. School 2 families will be given "School Choice" option so he expects these numbers to decrease. We may need to move teachers around to address large class sizes but enrollment numbers will likely change again before school begins.

Mr. Carmello met with Dr. Butterworth and there will be significant professional development for literacy coaches in partnership with CASDA and University at Albany. Interviews will begin soon for literacy coach positions. There will be a realignment of reading staff to optimally support literacy achievement and district needs. This will include periodic feedback and regular recommendations for increasing skills of coaches.

Transportation - Dr. Howard has held three meetings with Durham to ensure that they have database information and sufficient drivers for new school year. Durham has done several practice runs of the routes and hired extra drivers. We are still waiting on information from charters schools. Troy and Lansingburgh will be sharing Transportation Coordinator and he feels that only one person is needed for both districts.

VII. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

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

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:

Mrs. Wager-Rounds made a motion to approve Items 1-10 as a Consent Agenda.

Second: Mr. Schofield

Carried: 7-0

1. Unclassified Employee - Resignation

	<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a.	Julia DUNSMOOR	Mathematics	100%	DMS	8/15/12

2. Unclassified Employee - Leave of Absence

	<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a.	Maureen Butler	Elementary	100%	School 14	9/1/12 - 6/30/13

- b. Jared HEINER Assistant Principal 100% DMS 8/6/12 - until further notice
- c. Brianna Wattle School Psychologist 100% School 1 9/4/12 - 11/30/12

3. Unclassified Employee - Probationary Appointments

<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. I. Joshua Vail	School Counselor	100%	School 18	9/1/2012	8/31/2014	Such Counselor, Permanent	\$52,500 (S-8, Col K)

4. Unclassified Employee - Temporary Appointments

<u>NAME</u>	<u>TENURE AREA / POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>EFFECTIVE DATES</u>	<u>CERT STATUS</u>	<u>SALARY RATE</u>
a. Karen Roche (Recall LOA B.Wilson)	Remedial Reading	100%	School 14	9/1/12 - 6/30/13	Reading, Permanent	\$49,250 (S-6, Col E)
b. Danielle Coleman (Recall)	Art	80%	Schools 2 / 16	10/1/12 - 6/30/13	Visual Art, Professional	\$39,400 (\$49,250) (S-6, Col E - prorated)
c. Milton Architzel	Science	20%	THS	9/1/12 - 6/30/13	Science, Permanent	\$9,200 (\$46,000) (S-1, Col K - prorated)
d. Pierre Ghorayeb	Arabic Interpreter	Part-Time	District	9/1/12 - 6/30/13		\$30.00 / hr (up to \$12,000 max)
e. Diane Allen	Remedial Reading Specialist/Literacy Coach		PS2	9/1/12 - 6/30/13	Reading, Perm	\$62,500 (S15, Col E)
f. Christl Mueller	Remedial Reading Specialist/Literacy Coach		PS14	9/1/12 - 6/30/13	Reading, Perm	\$54,650 (S11, Col G)
g. Amy Heinze	Remedial Reading Specialist/Literacy Coach		PS16/18	9/1/12 - 6/30/13	Reading, Perm	\$55,775 (S12, Col E)
h. Shannon Robinson	Remedial Reading Specialist/Literacy Coach		CHS	9/1/12 - 6/30/13	Reading, Perm	\$58,500 (S13, Col E)
i. Tanya Kane	Remedial Reading Specialist/Literacy Coach		DMS	9/1/12 - 6/30/13	Reading, Perm	\$55,775 (S12, Col E)

5. Unclassified Employees - 2012 Secondary Summer School (7/2/12 - 8/17/12)

<u>NAME</u>	<u>POSITION TITLE</u>	<u>SALARY RATE</u>
a. Amanda Arze	Special Education Regents	\$31.00 / hour up to 9 hours max
b. Tara Evans	Special Education Regents	\$31.00 / hour up to 9 hours max

6. Unclassified Employees - 2012 Summer Professional Development

- a. School 1 De-Escalation & APEX Training 8/7/12 - 8/8/12 for 10 hours each at \$31.00 / hour (General Fund)
Vanessa Kavanagh
- b. School 14 Pre-K for 9 hours @ \$26.00 / hour (Title I)
Karen Dominguez (amend salary rate from BOE Agenda 8/1/12, page 3, 8.b.)
Kaela McLaughlin
- c. High School for hours listed @ \$31.00 / hour (General Fund)
Honorah Donovan 10 hours Elizabeth Willson 13 hours
- d. Middle School Data Liaison Training 8/30/12 for 3 hours each @ \$31.00 / hour (SIG)
Jennifer DeMarco Paul Dunleavy Michael Neumann Tyrone O'Meally

7. Unclassified Employees - 2012-13 DMS Data Liaisons (Restructuring Plan & SIG)

<u>NAME</u>	<u>TENURE AREA</u>	<u>STIPEND</u>
a. Jennifer DeMarco	Mathematics	\$2,500

8. Unclassified Employees - 2012-13 Fall Adult & Continuing Education Program

<u>NAME</u>	<u>PROGRAM TITLE</u>	<u>SALARY RATE</u>
a. David Price	Driver Education Classroom Instruction	\$720.00 / session

9. Unclassified Employees - 2012-13 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>
Evelyn King		X				
Jacqueline McCarthy	X					
Cynthia Sargent	X					

10. Unclassified Employee - Transfers (for notification purposes only)

<u>NAME</u>	<u>TENURE AREA</u>	<u>FROM</u>	<u>TO</u>
Michelle Dorsey	Special Education	School 2	CHS
Abra Bentley	Elementary	School 18 Grade 1	School 2 Grade 4

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

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:

Mrs. Wager-Rounds made a motion to approve Items 1-3 as a Consent Agenda.

Second: Mr. Schofield

Carried: 7-0

1. Classified Employee - Temporary Appointments

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATES</u>	<u>SALARY RATE</u>
a. Kathleen Talham (RECALL)	Typist	Fridays only	CHS	9/7/12 - 6/30/13	\$19.72 per hour

2. Classified Employee - 2012-13 Substitutes

<u>NAME</u>	<u>CLERK</u>	<u>NURSE</u>	<u>MONITOR</u>	<u>TEACHER AIDE</u>	<u>MAINT WORKER</u>
	<u>(\$11 / hr)</u>	<u>(\$14 / hr)</u>	<u>(\$10 / hr)</u>	<u>(\$10 / hr)</u>	<u>(\$11 / hr)</u>
Dawn Costello					X
Robert Harrison			X		
Joshua LaBarge					X
Linda Parker			X		

3. Employee Disciplinary Action

WHEREAS, disciplinary charges have been filed and served against the employee named on the attached confidential list as "Employee A" (hereinafter referred to as "Subject Employee") pursuant to Section 75 of the Civil Service Law; now, therefore

BE IT RESOLVED, that Alfred T. Riccio be appointed as the Hearing Officer to conduct the hearing required by Civil Service Law Section 75 and make a determination of the disciplinary charges against the Subject Employee, and to make a recommendation thereafter to the Board of Education.

BE IT FURTHER RESOLVED, that pending the hearing and determination of the disciplinary charges against the Subject Employee, said Employee shall be suspended without pay for a period not exceeding thirty (30) days commencing August 16, 2012.

VIII. 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. Schofield

Carried: 7-0

1. Approval of 2012-15 Technology 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 approve the 2012-15 Technology Plan.

2. Approval of 2012-13 Code of Conduct (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 the 2012-13 Code of Conduct.

3. Contract - Wynantskill Union Free School (2012-13 instructional) (Addendum III)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves an instructional contract with Wynantskill UFSD for instructional services for students grades 9-12 for July 1, 2012 - June 22, 2013 per rate set by NYS.

4. Contract - St. Colman's Home Inc. (Summer) (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 St. Colman's Home Inc. for special education services for July 1, 2012 through August 31, 2012 in the amount of \$5,476.00 per student for summer period to be paid from special education funds.

5. Contract - St. Colman's Home Inc. (2012-13) (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 Inc. for special education services for September 1, 2012 through June 30, 2012 in the amount of \$32,855.00 per student for 2012-13 school year to be paid from special education funds.

6. Accu Care Home Health Services, Inc. (Summer) (Addendum VI) (amendment to BOE 8-1-12)

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 Accu Care Home Health Services, Inc. for special education services from September 1, 2012 through June 30, 2013 at a tuition rate of set by the Commissioner of Education. The rate for 2012-13 year services will be \$31.00 per hour for (1) student and \$46.60 when (2) students are transported. Two students are transported 2 hours per day for 2-months will total approximately \$4,100.80. Contract shall be paid from special education funds.

7. Accu Care Home Health Services, Inc. (2012-13) (Addendum VII) (amendment to BOE 8-1-12)

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 Accu Care Home Health Services, Inc. for special education services from July 1, 2012 through August 31, 2012 at a tuition rate of set by the Commissioner of Education. The rate for 2012-13 year services will be \$31.00 per hour for (1) student and \$46.60 when (2) students are transported. Two students are transported 2 hours per day for 10-months will total approximately \$16,776.00. Contract shall be paid from special education funds.

8. Internal Diploma

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, hereby accepts the recommendation of the Superintendent to accept a Troy High School diploma and recognizes the accomplishment of the following 2012 graduate:

John Gagan

IX. BUSINESS FINANCE (Reviewed by M. O'Neill)

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

Second: Mr. Schofield

Carried: 7-0

1. Approval to Open Checking Account

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, hereby accepts the recommendation of the Superintendent to open a checking account with First Niagara Bank for the purpose debt service.

Ms. Kathleen Cietek, District Treasurer reviewed the June and July financial reports.

2. Review Financial Reports (June)

June - Budget transfers were high due to year-end close out. Internal claims auditor approved payment of 515 checks totaling slightly over \$15 million. We are in the process of the audit and final figures of the General Fund will be available soon. The auditors are reviewing the reserves and fund balance. The fund balance will remain at the 4% level which is the maximum the state will allow. School Lunch Fund was \$182,558 higher in revenue than expenses at year-end.

Special Aid - final reports for grants that closed 6/30/12 have been submitted to State Education Department. There are 4 grants that remain still open and scheduled to close 8/31/12. Treasurer's Report showed all accounts have been reconciled.

3. Review Financial Reports (July)

July - Internal claims auditor approved 175 checks totaling \$3.1 million. General Fund has begun encumbering funds for services through the year. This will continue through September when the payroll is encumbered. There are 3 grants approved and 1 under review. Treasurer's Report showed all accounts have been reconciled.

X. POLICY REVIEW

The Board reviewed the following policies which NYSSBA recommended be updated. Policy 9230 will be revised and discussed further at the next BOE meeting.

A. Review Revisions: (Addendum VIII)

1. 5420 Head Lice (new)
2. 9230 Professional Staff Recruiting, Interviewing and Hiring
3. 1800 Gifts from the Public
3. 1900 Title I Parent Involvement Policy
4. 4531 Field Trips and Excursions and Regulation 4531R
6. 0115 Harassment, Hazing and Bullying (formerly 5315)
7. 1000 Community Relations
8. 3310 Development of Regulations (abolish 3320)
9. 3120 Duties of Superintendent (abolish 3400)
10. 8122 Accident Reports
11. 8123 Contagious Diseases (formerly 8123.1)
12. 9125 Drug-Free Workplace (abolish 9125.1)
13. 4100 Organization of Instruction (no changes)
14. 7310 Educational Specifications (no changes)
15. 7350 Site Acquisition (no changes)
16. 7500 Naming Facilities (no changes)

The Board reviewed the following policies recommended by NYSSBA for abolishment.

B. Recommended for abolishment: (covered in other policies)

1. 1132 News Conferences and Interviews
2. 1200 Community Relations
3. 1221 Relations with Parents' Organizations
4. 1610 Relations with Other Local Governmental Authorities
5. 2381 News Media Services
6. 2420 Board Adopted Regulations
7. 2430 Suspension of Policies
8. 2440 Administration in Policy Absence
9. 3320 Board Review of Regulations
10. 3400 Administrative Reports
11. 8100 Safety Program
12. 8121 First Aid

13. 8133 Bomb Threats
14. 8212 Vandalism
15. 8240 Traffic and Parking Controls
16. 8700 Insurance
17. 9100 Staff Ethics
18. 9120 Staff Conduct
19. 9125.1 Staff Substance Abuse
20. 9200 Professional Staff
21. 9300 Support Staff
22. 9430 Additional Duties
23. 9440 Extracurricular Activities
24. 9520 Staff Complaints

XI. OTHER BUSINESS

Mrs. Wager-Rounds will schedule a tour on August 31st for BOE to see new music wing.

XII. FUTURE MEETINGS

1. September 5, 2012 at 7:00 pm (PS 1) - Business Meeting
2. September 19, 2012 at 6:00 pm (PS 1) - Workshop Meeting

XIII. ADJOURN

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

In Mrs. Bruno's absence, notes were submitted by,

Jamie Mroczko
Acting Board Clerk