



**BOARD OF EDUCATION  
Minutes**

Date of Meeting: April 2, 2014  
Type of Meeting: **REGULAR MEETING**  
Location: Troy Middle School - Troy Room

I. MEETING CALLED TO ORDER

At 6:30 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. Tom Mayo  
Mr. Michael Tuttman  
Mrs. Anne Wager-Rounds  
*[vacancy created by resignation of M. Walsh]*

Members Absent: None

Also Present: Mr. John Carmello, Superintendent of Schools  
Dr. Donna Watson, Assistant Superintendent  
of Curriculum and Instruction  
Ms. Mary O'Neill, Assistant Superintendent for Business  
Mrs. Kristen Miaski, Director of Human Resources  
Mrs. Erin O'Grady-Parent, School Attorney

III. EXECUTIVE SESSION

Mr. Schofield made a motion to move to Executive Session for the purpose of pending litigation to be discussed with our school attorney. Invited in were Mr. Carmello, Dr. Watson, Ms. O'Neill, Mrs. Miaski and Mrs. O'Grady-Parent.

IV. PUBLIC SESSION

At 7:00 pm Mr. Schofield called the meeting to order with the Pledge of Allegiance.

V. SUPERINTENDENT'S REPORT

Mr. Carmello reported that the 2014-15 will be adopted on tonight's agenda. This is the first time in five years there will be no cuts in programs or staff. He thanked the Board and Citizens Advisory Committee for their help in developing the budget.

VI. PUPIL PERSONNEL SERVICES/SPECIAL EDUCATION REPORT

Kathleen Burns, Director of Pupil Services, gave a powerpoint presentation. She stated the District offers a continuum of services and afforded opportunities to all students in Grades K-12. These services include a consultant teacher, resource room, integrated co-teaching and special education classes in district, BOCES and private schools.

We are committed to education Troy students and recently changed special class options in the elementary schools to 12:1:1; 12:1:2; 8:1:1; and 8:1:2. Classes with 8:1:1 and 8:1:2 ratios are for students with emotional needs. Special education in the secondary schools give students options for graduation. Classes are 12:1:1; 12:1:2; 15:1; 15:1:1 and 8:1:2. All instructional focus is geared to the Common Core achieved by either adaption or scaffolding.

Mr. Carmello added that the Futures study indicated we had too many students out-of-district for services. That has changed and students are now educated in Troy. Ms. Burns reported on several initiatives such as the Professional Development Specialist in the District four days a week, emphasis on literacy and reading instruction, consistent procedures for identification of students with the coordination of Response to Intervention and TACD. We are fortunate to have professional development through our regional special education and instruction services provider as well as support for students in self-contained classes.

Mr. Carmello thanked Ms. Burns for coming out of retirement and doing a great job as Director for the past two years. Pupil Services/Special Education are in a much better place because of her hard work.

Mrs. Wager-Rounds said she learned that the Professional Development Specialist was provided by the State at no cost. Ms. Burns said PD Specialist is a wonderful asset and teachers depend on her services.

VII. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS

None.

VIII. APPROVAL OF MINUTES

**Mr. Schofield made a motion to approve the minutes.**

**Second: Mr. Strang**

**Carried: 8-0**

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

A. Board Meetings

1. Board of Education - March 5, 2014

IX. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

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

**Mr. Schofield made a motion to approve Items 1-9 as a Consent Agenda.**

**Second: Mr. Strang**

**Discussion: Mr. Schofield introduced Donna Fitzgerald and congratulated her on her new position. Ms. Fitzgerald said she is looking forward to continue Ms. Burns' great work.**

**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:

1. Unclassified Employee - Leave of Absence (Unpaid)

	<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a.	Dawn Napolitano	Elementary	100%	TMS	4/3/14 - 4/4/14
b.	Danielle St. Louis	Physical Education	100%	PS-16 / TMS	4/8/14 - 6/30/14

2. Unclassified Employee - Resignation

	<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a.	Franco Walls	Special Ed-General	100%	THS	4/21/14
b.	Jason Goldner	Principal	100%	PS-2	6/30/14

3. Unclassified Employee - Retirement

	<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a.	Karen Martin	Elementary	100%	PS-14	11/30/14

4. 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.	Donna Fitzgerald	Director, Pupil Personnel Services	100%	District	7/1/14	6/30/17	SDL, Professional	\$102,192 (S-6 prorated)
b.	Catherine Coonradt	Special Ed- General	100%	PS-2	4/21/14	4/20/17	Stud w/Disab, B-2, Initial	\$44,500 (prorated) (S-1, Col E)

5. Unclassified Employee - Temporary Appointment

	<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>EFFECTIVE DATE</u>	<u>CERTIFICATION STATUS</u>	<u>SALARY RATE</u>
a.	Sara Vann	Elementary	100%	PS-2	3/20/14 (1/2) - 4/23/14	Childhood Ed 1-6, Initial	\$42,500 + \$13,000 (S-1, C-A + stipend) (all prorated)

6. Unclassified Employee - 2013-14 Student Interns

	<u>NAME</u>	<u>COLLEGE</u>	<u>AREA OF STUDY</u>	<u>SUPERVISOR</u>	<u>ASSIGNMENT</u>
a.	Elizabeth Pollock	MCLA	Administration	Jared Heiner	District

7. Unclassified Employee - 2013-14 Odyssey of the Mind Coaches

	<u>NAME</u>	<u>ASSIGNMENT</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a.	Christopher Wolff	THS Substitute Coach	2-3 hrs / day up to 3 days / week	\$31.00 / hour

8. Unclassified Employee - 2013-14 TMS Parent Engagement Activities (Title I)

	<u>NAME</u>	<u>TENURE AREA</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a.	Jeanne Berard	Home Economics	5 hours	\$31.00 / hour
b.	Lisa Serafini-Alonzi	Foreign Language	5 hours	\$31.00 / hour

9. Unclassified Employee - 2013-14 Spring Sports

	<u>NAME</u>	<u>POSITION TITLE</u>		<u>SALARY RATE</u>
a.	Donald Poutre	Modified Coach	GIRLS TRACK & FIELD	\$3,230.00 (rescinded)
b.	Thomas Hayes	Modified Coach	GIRLS TRACK & FIELD	\$3,230.00

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

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

**Second: Mr. Strang**

**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 classified personnel actions:

1. Classified Employee - Leave of Absence (Unpaid)

	<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a.	Luisa DeLucia	Teacher Aide	100%	PS-16	4/21/14

2. Classified Employee - Resignation

	<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a.	Alan Mabee	Custodian	100%	CHS	2/5/14
b.	Daniel Doggett	Custodian	100%	CHS	2/22/14

3. Classified Employee - Probationary Appointment

	<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>PROB APPT START DATE</u>	<u>PROB APPT END DATE</u>	<u>SALARY RATE</u>
a.	Jeremiah Thomas (Resign A. Mabee)	Laborer	100%	TMS	4/3/14	10/2/14	\$36,168 (prorated) (S-1, Grade 13)
b.	Jason Thompson (Retire J.Ryan)	Laborer	100%	PS-14	4/9/14	10/8/14	\$36,168 (prorated) (S-1, Grade 13)
c.	Bryan King	Laborer	100%	TMS	4/10/14	10/9/14	\$35,678 (prorated) (S-1, Grade 12B)

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

	<u>NAME</u>	<u>POSITION TITLE</u>	<u>FROM</u>	<u>TO</u>	<u>EFFECTIVE DATE</u>
a.	Sandra Agars	Teacher Aide	PS-16	CHS	3/26/14

5. Classified Employee - 2013-14 Substitutes

	<u>NAME</u>	<u>CLERK</u> (\$11 / hr)	<u>NURSE</u> (\$14 / hr)	<u>MONITOR</u> (\$10 / hr)	<u>TEACHER AIDE</u> (\$10 / hr)	<u>MAINTENANCE</u> (\$11 / hr)
	Melissa Bulson		X			
	Lillie Lomax			X	X	

6. 2013-14 Volunteers

THS (Odyssey of the Mind)

Charles Herbert  
Debra LaBelle  
David Nagy

Barbara Salisbury  
Michael Salisbury  
Susan Stewart

PS-16

David Brisson

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

**Mr. Schofield made a motion to approve Items 1-5 as a Consent Agenda.**

**Second: Mr. Strang**

**Carried: 8-0**

1. 2014-15 School Calendar (Addendum I)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the 2014-2015 School Calendar for student attendance for the Enlarged City School District of Troy.

2. Professional Development Plan (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 district-wide Professional Development Plan and Appendices for July 1, 2013 - June 30, 2016.

3. Practicum Agreement - University at Albany (Summer School) (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 Practicum Agreement with the University at Albany for tutoring services during 2014 Summer School program at no cost to the District.

4. Out of State Field Trip

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves the following out of state field trip:

<u>Destination</u>	<u>Class/Teachers</u>	<u>Date of Trip</u>	<u>Paid By</u>
Berklee Performance Center Boston, Massachusetts	Jamie Gargano Diane Hull	April 30, 2014	students and fundraising

5. Special Education Placements (Addendum IV)

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

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

**Mr. Schofield made a motion to approve Items 1-5 as a Consent Agenda.**

**Second: Mr. Strang**

**Discussion: Mrs. O'Grady-Parent confirmed the proposition for the demolition of the Zak House will appear on the May 20th ballot because it requires voter approval. The language for the ballot appears on this agenda.**

1. Disposition of Zak House

RESOLVED, that the Board of Education of the Enlarged City School District of Troy hereby declares, pursuant to Education Law section 2512(5), that the building known as the "Zak House", located at 1728 Tibbits Avenue, Troy, New York, is no longer necessary for educational purposes; and

BE IT FURTHER RESOLVED, that the Board of Education accepts the recommendation of the Superintendent of Schools to raze the Zak House; and

BE IT FURTHER RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board hereby authorizes the placement of the following voter proposition at the Annual Budget Vote and Election on May 20 , 2014 and directs the District Clerk to place said proposition in the Annual Notice of said Vote and Election:

Proposition

Shall the Board of Education of the Enlarged City School District of Troy be authorized to use funds, at no additional cost to the taxpayer, in an amount not to exceed \$45,000, from the general fund balance remaining from the 2012-2013 school year, to demolish the building known as the Zak House, located at 1728 Tibbits Avenue, Troy, New York, which is no longer necessary for educational purposes?"

2. Proposal for Hazardous Materials Survey (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 proposal with C.T. Male Associates Engineering, Surveying, Architecture & Landscape Architecture, D.P.C. to perform Harzardous Materials Surveys at Troy High School, Schools 2, 12, 14, 16, 18 and Carroll Hill.

3. Financial Report (Addendum VI)

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

February 2014

4. Change Orders

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

<u>Vendor</u>	<u>Order Number</u>	<u>Original Amount</u>	<u>Increase</u>
Danair, Inc.	AA-16	\$237,000.00	\$0
Mazone Plumbing & Heating, Inc.	PC-21	\$1,587,219.0	\$779.00 (BOE 3-5-14)

5. 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>
Carrie Dwyer	TMS 6th Grade - Regal Cinema	\$199.00
Cumberland Farms	CHS - Student Council	\$1,000.00
Therese Goyette	School 16 - Circus at TU Center	\$498.25
Foundation for Engineering Education	THS - Model Bridge Competition	\$200.00
Kiwanis Club of Troy	CHS - Children's Museum	\$172.25

XII. 2014 ELECTION AND BUDGET VOTE

**Mr. Schofield made a motion to approve Items 1-7 as a Consent Agenda.**

**Second: Mr. Strang**

**Discussion: Mr. Schofield thanked Ms. Walsh, who resigned effective April 1st, for 5 years of service on the Board. A special election will be held on May 20th to fill the vacancy.**

**Mr. Schofield thanked the Citizens Advisory Committee and our parents for their advocacy efforts which helped with State aid.**

**Carried: 8-0**

1. Special Election to Fill Board Vacancy

WHEREAS, that board member Martha Walsh has submitted her resignation to the District Clerk effective April 1, 2014; and

BE IT RESOLVED that the Board of Education approves a special district meeting to be held on May 20, 2014 for the purpose of holding a special election to fill the vacancy created by the resignation of board member Martha Walsh for the remainder of the unexpired term of such board member ending June 30, 2015.

BE IT FURTHER RESOLVED that the District Clerk is hereby authorized and directed to include notice of such special election as part of the notice of the 2014 election and budget vote.

2. Adopt 2014-2015 Budget

BE IT RESOLVED, that the statement of expenditures of the Enlarged City School District of Troy, New York for the 2014-2015 school year showing a proposed budget of \$106,788,863 is hereby adopted; and

BE IT FURTHER RESOLVED that the budget proposition to be put before voters on May 20, 2014 shall read as follows:

RESOLVED, that the proposed budget of expenditures of the Enlarged City School District of Troy, New York for the 2014-2015 school year in the amount of \$106,788,863, and for the purposes shown in the statement of estimated expenditures adopted by the Board of Education be and the same hereby is approved and the amount thereof shall be raised by a levy of a tax upon the taxable property of the school district, after first deducting the monies available from state aid and other sources as provided by the law.

3. Board of Registration

BE IT RESOLVED, that Ruth Goerold and Rhea Boland 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 Annual School Board Election and Budget Vote on May 20, 2014. Remuneration shall be \$50 each.

4. Registration Day

BE IT RESOLVED, that Tuesday, May 6, 2014 from 12 noon to 4:00 pm be designated as Registration Day for the Annual School Board Election and Budget Vote to be held on May 20, 2014. and be it FURTHER RESOLVED, the Registration Day will be held at School 12, 475 First Street, Troy, New York.

5. 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 Annual School Board Election and Budget Vote on May 20, 2014. Remuneration to each is \$600 for all services to be provided for the voting process.

6. Polling Locations for 2014 Election and Budget Vote

BE IT RESOLVED, that the Board of Education hereby approves the following sites as polling locations for the 2014 Annual School Board Election and Budget Vote on May 20, 2014:

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

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

7. 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, to be paid \$10 for attendance at an orientation meeting and \$125 for inspector services on May 20, 2014.

Debbie Barnes	Mary Glover	Jerry Roe
Richard Boland	Brenda Harrison	Barbara Romano
Rosemary Burns	Ruth JoJo	Alice Santandera
Flora Carr	John JoJo	Mary Smulsky
Pat Cunningham	Sandy Krogh	Kathleen Tremblay
Sandy Delamater	Louise Liberty	Eric Waite
Barbara Epps	Caroline Martin	
Ruth Goerold	Pat Minehan	

XIII. BOARD RESOLUTIONS

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

**Second: Mr. Strang**

**Carried: 8-0**

1. Clerk of the Works (amendment to BOE 1-8-14)

WHEREAS, on April 13, 2011, the Board appointed Robert VanAuken as Clerk of the Works, at an annual rate of \$62,400, to provide services to the Enlarged City School District of Troy in connection with the Capital Project involving reconstruction of Troy Middle School and upgrade of the District's athletic fields; and

WHEREAS, the District requires the services of the Clerk of the Works through April 22, 2014 to assist the District with the preparation and completion of the 'punch list' of incomplete and/or corrective work relating to the Capital Project and/or to assist the District with the close-out of the construction contracts relating to the Capital Project; and

WHEREAS, in the event the services of the Clerk of the Works are required beyond April 22, 2014, the District may extend his employment for an additional period not to exceed 30 days at a per diem rate of 1/260<sup>th</sup> of his annual salary.



NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Enlarged City School District of Troy continue the provisional appointment of Robert VanAuken as Clerk of the Works, at an annual rate of \$62,400, through April 22, 2014, in order to assist the District with 'punch list' and/or close-out activities relating to the Capital Project, with the Clerk of the Works reporting directly to the Superintendent of Schools; and

BE IT FURTHER RESOLVED that such appointment may be extended beyond April 22, 2014 for an additional period not to exceed 30 days, if, in the judgment of the Superintendent of Schools, the services of the Clerk of the Works are required in order to complete said 'punch list' and/or close-out activities, and, in such case, the Clerk of the Works shall be paid at the per diem rate of 1/260<sup>th</sup> of his annual salary.

2. Approval of Policies

(Addendum VII)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, NY hereby approves revisions to the following policies:

- 4200 Curriculum Development
- 4321.5 Confidentiality and Access to IEP Plans
- 4321.12 Use of Time Out Rooms, Physical Restraints
- 4710 Grading Systems
- 4750 Promotion and Retention of Students

3. Abolish Policy

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, NY hereby approves abolishing the following policies which are duplicative in substance to current policies:

- 4300 Curriculum Development (included in 4200)

#### XIV. FUTURE MEETINGS

Discussion:

Mr. Schofield requested the May 21st be held at 5:00 pm instead of 6:00 pm to accommodate a conflict for some Board members. Mrs. Harvin stated she will be out of town on May 21st and unable to attend this meeting.

Mrs. Harvin stated she is glad that Martha Walsh has been acknowledged. She will miss her. Board members sometimes have different opinions but it is always in the best interest of students.

Mrs. Harvin thanked Mr. Carmello for an excellent job in preparing the budget and working diligently to give us the best budget. She also thanked the Citizen Advisory Committee for their assistance. She is very supportive of the budget.

- 1. April 22, 2014 at 6 pm (THS)
- 2. May 7, 2014 at 7 pm (TMS)
- 3. May 21, 2014 at 5 pm (TMS)

#### XV. IMPORTANT DATES

- 1. Personal Registration Day - May 6th (School 12 at Noon - 4 pm)
- 2. Budget Hearing - May 7th (TMS at 6:45 pm)
- 3. Meet the Candidates Night - May 14th (THS Library at 6 pm)
- 4. Budget Vote and Election - May 20th (Poll Hours 7 am - 8 pm)

XVI. ADJOURN

At 7:20 pm Mr. Schofield made a motion to adjourn the meeting. This was seconded by Mr. Strang and carried 8-0.

Respectfully submitted by,

Mary Beth Bruno  
Board Clerk