



ENLARGED CITY SCHOOL DISTRICT OF

TROY

TODAY'S STUDENTS. TOMORROW'S LEADERS.

BOARD OF EDUCATION
475 First Street
Troy, NY 12180

BOARD OF EDUCATION

Minutes

Date of Meeting: July 23, 2014
Type of Meeting: **WORKSHOP MEETING**
Location: Troy Middle School

I. MEETING CALLED TO ORDER

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

II. ROLL CALL

Members Present: Mrs. Ann Apicella
Ms. Elizabeth Denio
Mrs. Carol Harvin
Ms. Mary Marro-Giroux
Mr. Tom Mayo
Mr. Jason Schofield
Mr. Bill Strang
Mrs. Anne Wager-Rounds

Members Absent: Mr. Michael Tuttmann

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
Ms. Kathleen Cietek, District Treasurer
Ms. Kathy Ahearn, School Attorney

III. EXECUTIVE SESSION

Mr. Schofield made a motion to move to Executive Session regarding a contractual matter. Invited in were Mr. Carmello, Dr. Watson, Ms. O'Neill, Ms. Ahearn and Mr. Dominick Rizzo, CSEA President.

IV. PUBLIC SESSION

The public session was called to order by Mr. Schofield at 6:00 pm with the Pledge of Allegiance.

V. PUBLIC INPUT ON AGENDA AND NON-AGENDA ITEMS

Lyndsey Marquit - New School 2 teacher. Thanked the Board for the opportunity to teach at School 2.

ACTION ITEMS

VI. SUPERINTENDENT'S RECOMMENDATIONS - HUMAN RESOURCES

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:

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

Second: Mr. Strang

Carried: 8-0

1. Unclassified Employees - Resignations

<u>NAME</u>	<u>TENURE AREA / POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a. Kelly Handy	Director PPS	100%	District	6/30/14
b. Max Corbett	Technology	100%	THS	6/30/14
c. Nathaniel Coyne	Music	100%	District	7/15/14
d. Judi Gawinski	Math/Science Field Leader		PS-2	7/16/14

2. Unclassified Employees - 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. Katherine LaRosa	Elementary (Resign S.Massarò)	100%	PS-2 (Grade 4)	9/1/14	8/31/16	ChildEd 1-6, Professional	\$45,500 + \$13,000 (S-2, C-E+stipend)
b. Lisa Henderson	Elementary (Resign M.Collins)	100%	PS-2 (Grade 3)	9/1/14	8/31/16	ChildEd 1-6, Initial	\$45,500 + \$13,000 (S-2, C-E+stipend)
c. Sara Vann	Elementary (Retire E.Hickey)	100%	PS-2 (Grade 5)	9/1/14	8/31/17	ChildEd 1-6, Initial	\$43,500 + \$13,000 (S-2, C-A+stipend)
d. Hope Seymour	Elementary (Transfer C.Jacques)	100%	PS-2 (Grade 1)	9/1/14	8/31/17	PreK-6, Permanent	\$44,500 + \$13,000 (S-1, C-E+stipend)
e. Lyndsey Marquit	Elementary	100%	PS-2 (Grade 2)	9/1/14	8/31/17	ChildEd 1-6, Professional	\$44,500 + \$13,000 (S-1, C-E+stipend)
f. Maureen McLoughlin	Elementary (Resign A.Williams)	100%	PS-2 (Grade 1)	9/1/14	8/31/17	ChildEd 1-6, Professional	\$45,500 + \$13,000 (S-2, C-E+stipend)
g. Courtney Little	Elementary (Retire M.Ruzzo)	100%	PS-16 (Grade 4)	9/1/14	8/31/17	ChildEd 1-6, Professional	\$48,200 (S-5, Col E)
h. Gala Kmack	Elementary (Transfer K.Testo)	100%	PS-2 (Grade 2)	9/1/14	8/31/16	Nursery-6, Permanent	\$53,000 + \$13,000 (S-10, C-E+stipend)
i. Andrianna Walraven	Special Ed- General	100%	TMS (Cons)	9/1/14	8/31/17	Studw/Disab 1-6, Initial	\$45,500 (S-2, Col E)
j. Christopher Stack	Principal Assistant	100%	CHS	8/1/14	7/30/17	Physical Ed, Initial	\$40,420 (prorated) (Step 1)

3. Unclassified Employees - Temporary Appointment

<u>NAME</u>	<u>TENURE AREA / POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>EFFEC DATE</u>	<u>CERT STATUS</u>	<u>SALARY RATE</u>
a. Monique Serafin	Spanish	80%	TMS	9/1/14 - 6/30/15	Spanish, Permanent	\$71,600 (prorated) (S-26, C-E \$89,500)
b. Rita Cao-Garcia	Special Ed - General	30%	PS-12	9/1/14 - 6/30/15	Special Ed, Permanent	\$13,650 (prorated) (S-2, C-E \$45,500)
c. Amy Picker	Elementary (LOA C.Tedesco)	100%	PS-2 (Grade 4)	9/1/14 - 6/30/15	ChildEd 1-6, Initial	\$45,500 + \$13,000 (S-2, C-E+stipend)
d. Kaela Weatherwax	Elementary (LOA S.Logrippo)	100%	PS-14	9/1/14 - 6/30/15	ChildEd 1-6, Initial	\$45,500 (S-2, Col E)
e. Linda Cepiel	Elementary (LOA J.Hickey)	100%	PS-2 (Grade 1)	9/1/14 - 6/30/15	ChildEd 1-6, Professional	\$45,500 + \$13,000 (S-2, C-E+stipend)
f. Christine Dauphinais	School Counselor / Riverfront P-Tech Grant Facilitator		THS	7/1/14 - 6/30/15	School Coun, Permanent	\$10,000 (stipend)

4. Unclassified Employees - PS-2 2014-15 Temporary Appointment

<u>NAME</u>	<u>TENURE AREA / POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGN</u>	<u>EFFEC DATE</u>	<u>CERT STATUS</u>	<u>SALARY RATE</u>
a. Julianna Currey	School Improvement Manager		PS-2	9/1/14 - 8/31/15	SDL, Professional	\$10,000 (stipend)
b. Natelege Turner	School Improvement Manager		PS-2	9/1/14 - 8/31/15	SDL, Professional	\$10,000 (stipend)
(amend salary rate on BOE Agenda 6/4/14, page 3)						
c. Jennifer Prendergast	Grade 1 Grade Level Coach	100%	PS-2	7/1/14 - 8/31/14 9/1/14 - 8/31/15		\$175/day max 8 days \$13,000 (stipend)
(rescind appointment teacher transferred on BOE Agenda 5/7/14, page 2)						
d. Catherine Tedesco	Grade 1 Grade Level Coach	100%	PS-2	7/1/14 - 8/31/14 9/1/14 - 8/31/15		\$175/day max 8 days \$13,000 (stipend)
(amend position appointment on BOE Agenda 5/7/14, page 2)						
e. Summer Logrippo	Grade 3 Grade Level Coach	100%	PS-2	7/1/14 - 8/31/14 9/1/14 - 8/31/15		\$175/day max 8 days \$13,000 (stipend)
f. Jaclynn Wild	Community School Facilitator	100%	PS-2	8/4/14 - 6/30/15		\$54,850 (prorated)

5. Unclassified Employees - 2014 Secondary Summer School Registration

<u>NAME</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a. Norris Benbow	7 hours	\$31.71 / hour
b. Charles Walker	7 hours	\$27.75 / hour
(amend max hours on BOE Agenda 7/2/14, page 2)		

6. Unclassified Employees - 2014 Secondary Summer School (7/1/14 - 8/14/14)

<u>NAME</u>	<u>POSITION TITLE</u>	<u>STEP</u>	<u>SALARY RATE</u>
a. Justin Haviland	Science Living Environment	2	\$4,586 (7/1/14 - 8/14/14)
b. Matthew Carlock	Social Studies US History / Global 10	2	\$4,586 (7/1/14 - 8/12/14)
(amend effective date on BOE Agenda 6/4/14, page 4)			
c. Sara Colaneri	Substitute Teacher		\$67.00 / day
d. Anthony DiTroia	Substitute Teacher		\$67.00 / day

7. Unclassified Employee - 2014 Summer Elementary Professional Development

a. <u>ELA Elementary Curriculum Writing - Grade 5 (6/18/14-K)</u> Staci Lansley	\$31.00 / hour up to 18 hours each (General Fund)
b. <u>ISA Training (6/18/14-L)</u> Sarah O'Hearn	\$31.00 / hour up to 6 hours each (Title I)

- c. PS-2: PBIS PROMISE (6/18/14-M)
Sarah O'Hearn \$31.00 / hour up to 6 hours each (Title I)
 - d. PS-2: School Leadership Team (6/18/14-N)
Sarah O'Hearn \$31.00 / hour up to 12 hours each (Title I)
8. Unclassified Employees - 2014 Summer Secondary Professional Development
- a. ELA Curriculum Mapping - Grade 6 (6/18/14-C)
Dana Cadman \$31.00 / hour up to 18 hours each (Title I)
Carrie Dwyer \$31.00 / hour up to 18 hours each (Title I)
Amy Patricelli \$31.00 / hour up to 18 hours each (Title I)
Tara Piana \$31.00 / hour up to 18 hours each (Title I)
(amend hours for listed teachers on BOE Agenda 6/18/14, page 5)
 - b. TMS: Development of the SCEP & SWP (6/18i/14-N)
Tanya Delamater \$31.00 / hour up to 3.5 hours each (Title I)
Andrea Murray \$31.00 / hour up to 3.5 hours each (Title I)
 - c. TMS: PST Visioning with Data Liaisons (6/18/14-O)
Tanya Delamater \$31.00 / hour up to 2.5 hours each (Title I)
Andrea Murray \$31.00 / hour up to 2.5 hours each (Title I)

9. Unclassified Employees - 2014 Summer District Professional Development
- a. Science: Grade 8 Curriculum Writing
Celine Boule \$31.00 / hour up to 40 hours each (General Fund)
Paul Dunleavy \$31.00 / hour up to 40 hours each (General Fund)

10. Unclassified Employees - 2014-15 District Professional Development
- a. Science: Grade 8 Curriculum Writing
Celine Boule \$31.00 / hour up to 40 hours each (General Fund)
Jeffrey Carminati \$31.00 / hour up to 40 hours each (General Fund)
Paul Dunleavy \$31.00 / hour up to 40 hours each (General Fund)
Caroline Lee \$31.00 / hour up to 40 hours each (General Fund)

11. Unclassified Employees - 2014 P-Tech Summer Bridge Program (7/28/14 - 8/15/14)

	<u>NAME</u>	<u>TENURE AREA</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a.	Nicole MacNeil	Mathematics	40 hrs / week	\$31.00 / hour
b.	Nancy Smith	Mathematics	40 hrs / week	\$31.00 / hour
c.	William Whitty	Technology	40 hrs / week	\$31.00 / hour

12. Unclassified Employees - 2014-15 District AfterSchool Tutoring (McKinneyVento)

	<u>NAME</u>	<u>TENURE AREA</u>	<u>ASSIGN</u> (assigned bldgs may vary and hours as needed)	<u>SALARY RATE</u>
a.	Kathleen Balint	SpecEd-General	Elementary	\$31.00 / hour up to 6 hrs / week max
b.	Linda Cepiel	TA / Elementary	Elementary	\$31.00 / hour up to 6 hrs / week max
c.	Courtney DeJulio	TA / Elementary	Elementary	\$31.00 / hour up to 6 hrs / week max
d.	Rita Hotaling	Remedial Reading	Elementary	\$31.00 / hour up to 6 hrs / week max
e.	Cara Salvi	Elementary	Elementary	\$31.00 / hour up to 6 hrs / week max
f.	Jenna Turnbull	Elementary	Elementary	\$31.00 / hour up to 6 hrs / week max
g.	Sara Vann	Elementary	Elementary	\$31.00 / hour up to 6 hrs / week max
h.	Tanya Delamater	SpecEd-General	Secondary	\$31.00 / hour up to 6 hrs / week max
i.	Cynthia DiDonna-Drake	Art	Secondary	\$31.00 / hour up to 6 hrs / week max
j.	Rose Gorman	Social Studies	Secondary	\$31.00 / hour up to 6 hrs / week max
k.	Cassandra Gronlund	Remedial Reading	Secondary	\$31.00 / hour up to 6 hrs / week max
l.	Kathy Vener	SpecEd-General	Secondary	\$31.00 / hour up to 6 hrs / week max
m.	Sara Colaneri	Social Studies	District	\$31.00 / hour up to 6 hrs / week max
n.	Eileen Hickey	Elementary	District	\$31.00 / hour up to 6 hrs / week max
o.	Fran Hyde	Elementary	District	\$31.00 / hour up to 6 hrs / week max

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

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:

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

Second: Ms. Marro-Giroux

Carried: 8-0

Mr. Schofield made a motion to approve Items 4-5 as a Consent Agenda.

Second: Mr. Strang

Discussion: Mrs. Harvin stated she was not in favor of abolishing positions.

Carried: 7-1

1. Classified Employee - Permanent Serving 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. Sbah Sindhu (retire J. Paul)	School Nurse	100%	Sacred Heart Troy Prep, PS-14	9/1/14	2/28/15	\$31,999 (S-1, Gr 7A)

2. Classified Employee - 2014 Elementary Summer School (7/7/14 - 8/1/14)

<u>NAME</u>	<u>POSITION TITLE</u>	<u>SALARY RATE</u>
a. Linda Warner	Teacher Aide	\$19.75 / hour

3. Classified Employee - 2014-15 Substitutes

<u>NAME</u>	<u>CLERK (\$11 / hr)</u>	<u>NURSE (\$14 / hr)</u>	<u>MONITOR (\$10 / hr)</u>	<u>TEACHER AIDE (\$10 / hr)</u>	<u>MAINTENANCE (\$11 / hr)</u>
Brianna Driscoll	X				
Cassondre Kronau	X				
Felice Moffre	X				

<u>NAME</u>	<u>CLERK (\$11 / hr)</u>	<u>NURSE (\$14 / hr)</u>	<u>MONITOR (\$10 / hr)</u>	<u>TEACHER AIDE (\$10 / hr)</u>	<u>MAINTENANCE (\$11 / hr)</u>
Molly Nesel	X				
Rocco Sorriento					X
Shaunte Strickland					X
Zachariah Thomas					X

4. Abolish Positions

- Computer Support Technicians (2) effective 8/6/14
- Computer Support Technician (1) effective 8/13/14
- Computer Network Engineer (1) effective 8/6/14
- Computer Systems Engineer (1) effective 8/6/14

5. Create Positions

- Applications Engineer (1) effective 8/7/14
- Mobile Learning Technicians (2) effective 8/7/14

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

Mr. Schofield made a motion to approve Items 1-8 as a Consent Agenda.

Second: Mr. Strang

Carried: 8-0

1. Contract - Jane Keyes (Digital Literacies) (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 a contract with Jane Keyes of Digital Literacies for Troy Technology Institute training services to the District on August 11-12, 2014 in the amount of \$2,000 to be paid from Technology funds.

2. Contract - Christine Paige (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 Christine Paige for Troy Technology Institute training services to the District on August 11-12, 2014 in the amount of \$2,000 to be paid from Technology funds.

3. Contract - Omega Kinetics (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 contract with Omega Kinetics for athletic training services at THS from August 18, 2014 through June 1, 2015 in the amount of \$38,500 to be paid from Athletics funds.

4. Contract - St. Catherine's Center for Children (2013-14) (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 the St. Catherine's School for Children for special education services from May 19, 2014 through June 30, 2014 (1.5 months) for (1) student at a rate of \$3,393.90 per month and \$1,696.95 for half-month for total of \$5,090.85 to be paid from Special Education funds.

5. Contract - Vanderhyden Hall (summer) (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 the Vanderhyden Hall for special education services from July 7, 2014 through August 15, 2014 for (5) students at a rate of \$5,889 per student for a total of \$29,445.00 to be paid from Special Education funds.

6. Contract - Vanderhyden Hall (2013-14) (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 the Vanderhyden Hall for special education services from June 10, 2014 through June 27, 2014 for (1) student at a rate of \$1,766.60 per student to be paid from Special Education funds.

7. Contract - YMCA (21st Century) (amend BOE 6-18-14) (Addendum VII)

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 YMCA for 21st Century Learning Centers at Troy Middle School from July 1, 2014 through June 30, 2015 in the amount of \$49,120 to be paid from 21st Century Grant.

8. Out of State Conference

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

<u>Conference</u>	<u>Class/Teacher</u>	<u>Dates</u>	<u>Paid By</u>
Bio-Manufacturing Texas A&M University College Station, TX	Meghan Kuhn	August 4-8, 2014	travel expenses only paid by P-Tech grant (amend 7-2-14)

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

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

Second: Mr. Strang

Carried: 7-0-1 Ms. Marro-Giroux recused herself from Item 6.

1. Extension of Food Services Contract - Sodexo (Addendum VIII)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby accepts the Extension of Food Service Contract with Sodexo for the 2014-15 school year.

2. Selling Price for Adult Meals

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby set the following selling prices for adult meals for 2014-15 in compliance with SED regulations:

Breakfast \$2.00 Lunch \$3.30

3. Extension of Summer Transportation Contract -Durham (amend 7-2-14) (Addendum IX)

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 Durham School Services for transportation services for July 1, 2014 through August 30, 2014 for an estimated cost of \$16,556.00 to be paid from the general fund.

4. Reporting Standard Work Day for Appointed Officers

BE IT RESOLVED, that the Enlarged City School District of Troy hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

<u>Name</u>	<u>Title</u>	<u>Standard Work Day (hrs/day)</u>	<u>Participates in Employer's Time Keeping System</u>	<u>Days/Month (based on Record of Activities)</u>	<u>Term</u>
Mary Beth Bruno	District Clerk	7	Yes	n/a	7/01/14 -6/30/15
Kathleen Cietek	District Treasurer	7	Yes	n/a	7/01/14 -6/30/15

5. 2013-14 Health Service Contracts (payable) (Addendum X)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, upon the recommendation of the Superintendent, approve the following Health Service Contracts to be payable for reimbursement of health services for District students who attend private and parochial schools outside the Troy City School District.

<u>School</u>	<u>Students</u>	<u>Cost per Pupil</u>	<u>Invoiced</u>
East Greenbush Central School District	13	\$ 647.18	\$8,413.34
North Greenbush Central School District	32	\$ 216.00	\$6,912.00

6. Bid Extension - Motor Fuel

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, upon the recommendation of the Superintendent, hereby recommends that the Motor Fuel bid be extended to June 30, 2015. Original bid opened on June 3, 2010 for diesel and gasoline for buses at the same terms and conditions set forth below by the following lowest bidder:

<u>John Ray & Sons</u> 2900 Sixth Avenue Troy, NY 12180	And	<u>Coco-Voyager</u> 2591 County Road 9 Scio, NY 14880
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As follows:

Diesel - ultra-low sulfur highway fluctuating	2.306
Transportation cost per gallon (fixed)	0.078
Total starting price	2.384
Winter Blend Diesel - fluctuating	2.379
Transportation cost per gallon - fixed	0.078
Total starting price	2.457

For a price change allowed each Tuesday based upon the preceding Monday's pricing.

7. Educational Data Cooperative Bid - NY/Island Bid Program Agreement (handout)

WHEREAS, it would be the joint interest of the Enlarged City School District of Troy and attached list of New York/Long Island Cooperative Members to participate in cooperative bids for the purchase of various supplies, services, materials and equipment, as advertised by the Clarkstown Central School District acting as the Lead Agency, as provided by General Municipal Law Section 119-0;

WHEREAS, each Board retains the legal authority to contract with the successful Vendor(s) and shall not be bound by purchase contracts or other agreements made by the other Board(s), therefore

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, upon the recommendation of the Superintendent, hereby agrees to participate with the attached named school districts in such cooperative bids.

IX. BOARD RESOLUTIONS

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

Second: Mr. Strang

Discussion: Mr. Schofield said the Business Office did a great job on the Comptroller's audit.

Ms. Ahearn said she has never seen an audit without comments from the Comptroller such as our district.

Mrs. Harvin said Ms. Cietek is doing an excellent job.

Carried: 8-0

1. Comptroller's Report of Examination (Addendum XI)

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy hereby accepts the Report of Examination prepared by the Office of the State Comptroller's Office for the period of July 1, 2012 through February 28, 2014;

AND BE IT FURTHER RESOLVED, that the such Report of Examination be available as public record for inspection by all interested parties pursuant to Section 35 of the General Municipal Law.

2. Employment Agreement - District Treasurer

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy hereby adopts the Employment Agreement for Kathleen Cietek, District Treasurer, effective July 1, 2014 through June 30, 2015.

NON-ACTION ITEMS

X. SUPERINTENDENT'S REPORT

Mr. Carmello introduced the district's new Communications Specialist, Laurynn Myers. Ms. Myers is a Questar employee.

1. Classified Employees - Transfers (for notification purposes only)

<u>NAME</u>	<u>POSITION TITLE</u>	<u>FROM</u>	<u>TO</u>	<u>REASON</u>
Karen Blanchfield	School Nurse	District	PS-14	(transfer of K.Sleicher)
Kathleen Sleicher	School Nurse	PS-14	PS-16	(retire J.Paul)

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

<u>NAME</u>	<u>TENURE AREA</u>	<u>FROM</u>	<u>GRADE</u>	<u>TO</u>	<u>GRADE</u>	<u>REASON</u>
Stephanie Dash	Elementary	14	1	CHS	5	(Transfer R.West)
Michelle Straight	Mathematics	TMS		THS	Math AIS	
Michael Hurteau	Physical Education	TMS		TMS / THS		
Kathryn Amazon	Remedial Reading	2		18		
Marisa Gale	Remedial Reading	TMS		14		
Tanya Kane	Remedial Reading	TMS		2		
Sarah Rames	Remedial Reading	14		CHS		
Michele Rose	Remedial Reading	14		16		
Christina Scharnott	Remedial Reading	CHS		16 / 18		
Beth Wilson	Remedial Reading	16		TMS		

XI. COMPTROLLER'S REPORT OF EXAMINATION - M. O'NEILL

Ms. Mary O'Neill, Assistant Superintendent for Business, gave a presentation on the district's Business Office. Responsibilities of the Business Office: payroll; timesheets; purchase orders, accounts payable checks, bids and RFPs, tax collection, retirement reporting, state and federal aid, shared services with Lansingburgh CSD, budget development and audits.

Audit Schedule: internal claims audit - weekly, internal controls audit - 3 times each year; external audit - 2 times each year. Other audits include technology, 611-619 audits, Title 1, child nutrition, Comptroller's audit, Medicaid review, TRS audit and tax cap audit.

Comptroller's Audit - NYS Comptroller's Office conducted a 5-week audit for the period of July 1, 2012 through February 28, 2014 (2014M-144). Ms. O'Neill was pleased to report that there were no findings in the Report of Examination. This is a complete turnaround since the Comptroller's last audit in 2002 which had 36 comments. The District's current Unappropriated Fund Balance is \$3.6 million compared to negative \$14.4 million at the time of the 2002 audit. Full-time staff has decreased by 41% since 2002.

Fund Balance and Reserves - Ms. O'Neill reported that the estimated balance for Worker's Compensation is \$397,608 for 2013-14. This is based upon a 2-year average from 2003-04 of \$206,312.

Unemployment - Estimated balance is \$82,015 which is based on a 2-year average.

Reserve for Benefits - Estimated balance is \$1.2 million. This is for pay out of sick leave and vacation upon retirement for staff age 55 and over.

Reserve for Liability - Funds reserved for possible litigation have an estimated balance of \$500,000 for 2013-14.

Appropriated Fund Balance - Funds applied to the upcoming budget for 2014-15 are \$8,925,000.

Unappropriated Fund Balance - \$3.3 million for 2013-14. Maximum by law is 4% of budget or \$4,271,554. Prior year's balance: 2011-12 \$3.9 million; 2012-13 \$3.6 million.

Budget Planning - The 5-year budget development is based on incremental salary increases only. BOCES services is 1%; charter tuition 5%; utilities and transportation 2%; contractual 0.5%; health insurance 5-8% and retirement costs 18%. Ms. O'Neill provided a projection of expenditures for the period of 2015-16 through 2019-20.

The District is eligible for a tax freeze for 2014-15 because Troy stayed under the tax cap. Residents will receive a refund check. We can use our savings from prior year's shared services.

Discussion - Mrs. Harvin said the Business Office is doing an excellent job. This is hard work. Ms. Ahearn said the Business Office is very helpful with counsel and bargaining process. A Comptroller's audit with no comments is extraordinary.

Mr. Carmello said the auditors reviewed documents and procedures for 4 weeks and there were no areas for comment. Great job by Ms. O'Neill, Business Office and Human Resources.

XII. TREASURER'S REPORT - K. CIETEK

1. June Financials - Ms. Kathleen Cietek, Treasurer, reported that the majority of budget transfers were primarily salary-related and year-end close out. General Fund - year ended using approximately \$127,000 of the unappropriated fund balance.

School Lunch Fund - Although District provided free meals, fund balance was increased by \$160,000. We are looking to purchase equipment for THS from this fund balance. Special Aid - all final expenditure reports have been completed for grants ending June 30, 2014.

2. July Financials - Ms. Kathleen Cietek reported that the claims auditor reviewed 462 payments for July totaling approximately \$7.9 million. General Fund - We are in the process of encumbering funds for the blanket purchase orders and yearly recurring expenses. We will begin payroll encumbrances in September there will be an increase in the budget transfers due to staff moves. Treasurer's Report - All accounts have been reconciled.

XIII. POLICY REVIEW - J. CARMELLO

1. Recommended for Revision:

Mr. Carmello reviewed policies which were reviewed by the Policy Committee on June 24, 2014. Two policies have be tabled until August 6th meeting. Mrs. Harvin thanked the Policy Committee for meeting to review and discuss policies.

4810 Teaching About Controversial Issues	tabled until 8/6
5405 Student Wellness	tabled until 8/6
7000 Facilities Development Goals	
7100 Facilities Planning	
8630 Computer Resources and Data Management (new)	
8635 Information Security Breach Notification (new)	

2. Recommended for Abolishment:

7120 Enrollment Projects (no longer applicable)
7700 Facilities Renovation (merged into 8220)

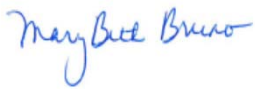
XIV. SUMMER MEETINGS

1. August 6, 2014 at 6:00 pm (TMS)
2. August 27, 2014 at 6:00 pm (TMS)

XV. ADJOURN

At 6:25 pm 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