



ENLARGED CITY SCHOOL DISTRICT OF
TROY

TODAY'S STUDENTS. TOMORROW'S LEADERS.

Board of Education Meeting Minutes

Date of Meeting: February 24, 2016
Type of Meeting: **REGULAR MEETING**
Location: School 2

I. Call to Order

At 5:15 pm Mr. Schofield called the meeting to order.

A. ROLL CALL

Members Present: Mr. Jason Schofield, President
Mr. Thomas Mayo, Vice President
Mrs. Ann Apicella
Ms. Elizabeth Denio
Mrs. Carol Harvin
Ms. Mary Marro-Giroux
Mr. Michael Tuttmann
Mrs. Anne Wager-Rounds

Members Absent: Mr. Bill Strang

Also Present: Mr. John Carmello, Superintendent of Schools
Dr. Donna Watson, Assistant Superintendent for Curriculum & Instruction
Mr. Adam Hotaling, Assistant Superintendent for Business
Mrs. Kristen Miaski, Director of Human Resources
Ms. Kathy Ahearn, School Attorney

Citizens Advisory
Committee Present: Mrs. Mary Ellen Adams
Mr. Ken Hughes
Mr. Tom Myer

B. EXECUTIVE SESSION

Mr. Schofield made a motion at 5:15 pm to move to Executive Session regarding a personnel matter. 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 with the Pledge of Allegiance. Mr. Schofield presented a Certificate of Recognition to the family of former Board member Austin Devine. Mr. Devine served on the TCSD Board from 2002-04 and recently passed away.

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

None.

II. Non-Action Item

A. School 2 Principal's Presentation - N. Turner-Hassell

Mrs. Turner-Hassell gave a power point presentation regarding School 2 which has been placed under Superintendent's Receivership status by SED. School 2 is focused on culture and climate to build a strong community as the foundation for academic achievement. They are moving "toward the mark" with social/emotional programs (student support team, school jobs, P.R.O.M.I.S.E., PBL and mentoring programs); as well as instruction (5 essential instructional practices, professional support afterschool, SMART goals, 80-minute efficacy planning meetings weekly). Mrs. Turner-Hassell indicated School 2 is progressing with the tremendous support and hard work of her staff.

Mr. Carmello made a follow up presentation specific to Receivership. The SIG grant will be extended but with reduced funding. Title I and general funds will be used to provide an extra monitor. Years 1 and 2 of grant school hours were until 4:00 pm, Year 3 (current) school hours are until 3 pm with a comprehensive afterschool program 3 days a week. Next year School 2 will return to 2:00 pm dismissal. Two quarterly reports have been submitted to SED to date. District must show demonstrable improvement with indicators selected by SED from two levels. Progress is measured from Levels 1 and 2 from an index range between 0% and 100%. If a school achieves an index of 67% or higher, the school has made demonstrable improvement. If the school does not show demonstrable improvement under the Superintendent's Receivership, an Independent Receiver will be assigned. Mr. Carmello is seeing positive results at School 2 and we will show demonstrable improvement.

Discussion - Mrs. Harvin said Mrs. Turner-Hassell is doing an excellent job. One-on-one makes a huge difference.

Mr. Schofield welcomed Mrs. Turner-Hassell back from maternity leave.

B. Treasurer's Report - K. Cietek

Kathleen Cietek, District Treasurer reported on January financials. She stated budget transfers for January were minimal. We continue to transfer to special education tuition as students continue to move in and out of the District. The Internal Auditor reviewed 353 claims totaling approximately \$5 million.

Ms. Cietek anticipates using \$181,000 of our fund balance. In the upcoming months the Business Office will be reviewing outstanding purchase orders and making adjustments which could impact our next month's projection. In the School Lunch we anticipate using \$134,000 of our fund balance. Four new serving lines will be installed at various elementary schools.

The Special Aid Fund is reviewing Learning Technology grant. All accounts have been reconciled. Mr. Carmello added he will be giving the Board an update on the Building Condition Surveys.

C. Superintendent's Report - J. Carmello

1. Policy Review

Mr. Carmello reviewed two policies discussed at the Policy Committee meeting on November 17th. We will accept the updates made to Policy 5500. Policy 5450.1 as last updated in 1997. It is not a required policy and has been recommended for abolishment. Our school attorney confirmed this is acceptable as the District follows the law with regard to notification requirements.

5500 Student Records and Regulation

5450.1 Notification of Sex Offenders

2. 2016-17 Budget Development - Draft 2

Mr. Carmello presented Draft 2 of the proposed 2016-17 budget. The goal is to develop a budget that is both fiscally responsible and educationally sound. We know Troy taxpayers are overburdened with city taxes.

Draft 1 was \$109,590,960 with gap of \$1,192,517. Draft 2 is \$109,716,960 with a gap under \$1.2 million. Revenue is \$108,398,443 leaving a budget gap of \$1,318,517. TRS rates were lower than expected but prescription rates are much higher. Gas and electric expenses vary but there are some savings this year.

Our allowable tax levy increase is .13%; Mr. Carmello recommends a tax levy of 0%. Tax cap is due to Comptroller's Office by March 1st. Mr. Tuttmann is in favor of 0%.

Advocacy Efforts - We are waiting on State numbers to close the gap and our advocacy efforts are the best way to do this. Numerous efforts include Commissioner Elia's advocating for \$2.4 billion in aid, Maisto case, Small Successful City Schools Act, Chamber of Commerce initiative and Lobby Day. Mr. Carmello is cautiously optimistic that our efforts will yield positive results and the aid in the proposed Executive Budget will be significantly increased.

Possible reductions for Draft 3: closing School 12 pool which is used four times per year and costs \$100,000 per year to maintain; offering a retirement incentive; and change in charter school enrollment. At this point Tier 2 requests by administrators are left out unless state aid comes in. We will continue a thorough and comprehensive review of the budget.

Budget Calendar - Because we are in a holding pattern for state numbers, Draft 3 will not be presented at the March 16th workshop. We need to modify the budget calendar and hold the meeting on March 30 or April 5.

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

<u>NAME</u>	<u>TENURE AREA/ POSITION TITLE</u>	<u>FROM</u>	<u>TENURE AREA/ POSITION TITLE</u>	<u>TO</u>	<u>EFFECTIVE DATE</u>
Lisa Serafini-Alonzi	ESOL (Replace C. Carovillano)	THS	Foreign Language	TMS/ THS	2/1/2016

III. Action Items

A. Superintendent's Recommendations - Human Resources

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

Mr. Schofield made a motion for Consent Agenda on Items 1-11.

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:

1. Unclassified Employee - Termination

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a. Christopher Carovillano	Foreign Language	100%	TMS/THS	2/25/2016

2. Unclassified Employee - Resignation

<u>NAME</u>	<u>TENURE AREA/ POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a. Angela Breda-Oliver	Teaching Assistant	100%	PS-2	2/11/2016
b. Stacie Graber	Remedial Reading	50%	PS-2	2/12/2016
c. Jared Heiner	Director, Technology	100%	District	2/16/2016

3. Unclassified Employee - Leave of Absence (without pay)

<u>NAME</u>	<u>TENURE AREA</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a. Kimberly Minear	Elementary Ed.	100%	PS -2	3/2/16-3/4/16 (without pay)

4. Unclassified Employee - 2015-16 Probationary Appointment

<u>NAME</u>	<u>TENURE AREA/</u> <u>POSITION TITLE</u>	<u>%</u> <u>SERVICE</u>	<u>ASSIGN</u>	<u>PROB</u> <u>START DAT</u>	<u>APPT</u> <u>END DATE</u>	<u>PROB</u> <u>STATUS</u>	<u>APPT</u> <u>CERT</u>	<u>SALARY</u> <u>RATE</u>
a. Eric Sinko	Teaching Asst.	100%	THS	2/25/2016	2/24/2020	TA Level 1		\$24,750 Initial (prorated)
				(Retire H. Kilmer)				

5. Unclassified Employee - 2015-16 Temporary Appointment

<u>NAME</u>	<u>TENURE AREA/</u> <u>POSITION TITLE</u>	<u>%</u> <u>SERVICE</u>	<u>ASSIGN</u>	<u>EFFECTIVE</u> <u>DATES</u>	<u>CERT.</u> <u>STATUS</u>	<u>SALARY</u> <u>RATE</u>
a. Amy Lumbrazo	ESOL	100 %	THS	2/24/2016 - 6/30/2016	ESOL Spanish 7-12, Permanent	\$53,000.00 Step 10, Col E (prorated)
b. Sue Parrow	Teaching Asst. (Sub - R. McGlew) <i>Extended temporary appointment from 9/16/15 agenda</i>	100%	PS-18	3/1/2016 - 5/1/2016	Teaching Asst. Continuing	\$26,500 Step 4 (prorated)
c. Karen Driscoll	Special Education/ Elementary Summer School Principal		District	July-Aug 2016	SpecEd, Permanent SDA, Permanent	\$4,500.00
d. Tyrone O'Meally	SBL/Secondary Summer School Principal		District	July-Aug 2016	SBL, Initial	\$5,500.00

6. Unclassified Employee - 2015-16 PS-14 Programs

a. School Leadership Team

<u>NAME</u>	<u>TENURE AREA/POSITION TITLE</u>	<u>SALARY RATE</u>
Jamie Gargano	Foreign Language	\$31.00/hour up to 23 hours max SIG-1003a

7. Unclassified Employee - 2015-16 Professional Development

a. Regents Mapping - Social Studies

<u>NAME</u>	<u>TENURE AREA</u> <u>CERTIFICATION</u>	<u>SALARY RATE</u>
Matt Chapkosky	Social Studies	\$31.00/hour up to 18 hours max
Rose Gorman	Social Studies	\$31.00/hour up to 18 hours max
David Kennedy	Social Studies	\$31.00/hour up to 18 hours max

b. Regents Mapping - Science

Kim Bruton	Science	\$31.00/hour up to 18 hours max
Rebecca Sparacin	Science	\$31.00/hour up to 18 hours max
Laura Tedesco	Science	\$31.00/hour up to 18 hours max

8. Unclassified Employee - 2015-16 Student Interns (Unpaid)

<u>NAME</u>	<u>COLLEGE</u>	<u>AREA OF STUDY</u>	<u>SUPERVISOR</u>	<u>ASSIGN</u>
Miranda Combs	St. Rose	Special Education	Nicole Kirk	PS-16
Victoria Hallett	St. Rose	Elementary Education	Sabina Dinardo	PS-16
Sara Fandl	St. Rose	Special Education	Nicole Kirk	PS-16
Samantha Marrero	St. Rose	Elementary Education	Sabina Dinardo	PS-16
Margaret Battles	St. Rose	ELA/Special Ed.	Hope DeBevoise	TMS
Richard Smith	St. Rose	ELA	Lisa Nocella	TMS
Jamie Gargano	Canisius College	Administration	Joseph Mariano	THS
Jillian Urbonowicz	Russell Sage	Physical Education	Tara Anthony	THS

9. Unclassified Employee - 2015-16 Mentor-Mentees

<u>MENTEE</u>	<u>TENURE AREA</u>	<u>ASSIGNMENT</u>	<u>MENTOR</u>	<u>SALARY</u>
Maria Giovannone	Elementary	PS-14	Bill Wendelkin	\$625 (1/2 year stipend)

10. Unclassified Employee - 2015-16 District AfterSchool Tutoring (McKenneyVento)

<u>NAME</u>	<u>TENURE AREA/ POSITION TITLE</u>	<u>SALARY RATE</u>
a. Michael Schnapp	Social Worker	\$31.00/hour up to 6 hrs/week max
b. Amy Mandel	Elementary	\$31.00/hour up to 6 hrs/week max

(amend Salary Rate, BOE Agenda 2/3/16, page 3)

11. Unclassified Employee - 2015-16 Substitutes

<u>NAME</u>	<u>TEACHERS</u>	<u>TEACHING ASST</u>	<u>HOME TUTOR</u>
	<u>Certified / Uncertified</u> (\$100 / day) / (\$90 / day)	<u>Certified / Uncertified</u> (\$12.00 / hr)	<u>Certified / Uncertified</u> (\$31.00 / hr)
Ryan Constable	X	X	
Deborah DeDeo			X
Karla Guerri	X		X
Michael Schnapp			X
Erin Adams	X	X	

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

Mr. Schofield made a motion for Consent Agenda on Items 1-6.

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 classified personnel actions:

1. Classified Employee - Leave of Absence (without pay)

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
a. Nicole Davin	School Nurse	100%	PS-14	3/3/16 - 4/4/16
b. Spencer Murphy	Maintenance	100%	THS	3/7/16 - 9/7/16

2. Classified Employee - Probationary Appointment

<u>NAME</u>	<u>POSITION TITLE</u>	<u>% SERVICE</u>	<u>ASSGN</u>	<u>PROB. AAPT. START DATE</u>	<u>PROB APPT END DATE</u>	<u>SALARY RATE</u>
a. Tarek Abdallah	Applications Engineer	100%	District	2/25/2016	8/24/2016	\$83,654 (Step 4, Gr. 36A)

(Change from provisional to probationary status)

3. Classified Employee - 2015-16 District Sports - ScoreKeeper/TimeKeeper

<u>NAME</u>	<u>SALARY RATE</u>
a. Tara Anthony	\$26.00 per game

4. Classified Employee - 2015-16 Lunch Aides

<u>NAME</u>	<u>POSITION TITLE</u>	<u>ASSIGN</u>	<u>MAX HOURS</u>	<u>SALARY RATE</u>
a. Danielle Jones	Lunch Aide	TMS	15 hours/week	\$10.00/hour

5. Classified Employee - 2015-16 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>
Muhammed Abdullah			X		
John Mundell					X

6. 2015-16 Volunteers

PS-2
Michaela Rogers

B. Superintendent's Recommendations - Programs (reviewed by D. Watson)

Mr. Schofield made a motion for Consent Agenda on Items 1 and 2.

Second: Mr. Mayo

Discussion: Mr. Tuttmann commended everyone on Park Playhouse partnership.

Carried: 8-0

1. Contract - Handwriting Without Tears

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 Handwriting Without Tears professional development workshop on March 18, 2016 at a cost not to exceed \$1,100 including travel to be paid from Universal PK funds.

[The Handwriting Without Tears: Click this Link](#)

2. Contract - Park Playhouse

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 Park Playhouse, Inc. for support of student production "Annie Kids" at School 2 for period of September 2015 - April 2016 at a cost of \$9,000 to be paid from General Funds.

[Park Playhouse: Click this Link](#)

C. Superintendent's Recommendations - Business Finance

(reviewed by A. Hotaling)

Mr. Schofield made a motion for Consent Agenda on Items 1-3.

Second: Mr. Mayo
Carried: 8-0

1. Worker's Comp Consortium - Signing Authority

RESOLVED, that Adam Hotaling, Assistant Superintendent for Business, as the Board of Education's designated representative to the Rensselaer-Columbia-Greene Workers' Compensation Consortium, is authorized and directed to execute the Rensselaer-Columbia-Greene Workers' Compensation Consortium Agreement to Provide Workers' Compensation Insurance Benefits, as proposed to be amended by the Board of Directors of the Rensselaer-Columbia-Greene Workers Compensation Consortium at its January 2016 meeting, on behalf of the Enlarged City School District of Troy.

2. Technology Capital Project - Change Orders

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

<u>Vendor</u>	<u>CO#</u>	<u>Original Amount</u>	<u>Change/Decrease</u>
Annese & Associates	LAN-03	\$1,260,130	-\$405
Advanced Network	CC-03	\$262,000	-\$11,603
Advanced Network	CC-04	\$262,000	-\$14,800
Advanced Network	CC-05	\$262,000	-\$10,615
Advanced Network	CC-06	\$262,000	-\$7,169

3. 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/Items</u>	<u>Amount</u>
School 14 PTA	Grade 3 - Palace Theatre	\$187.96
Mr. and Mrs. Jones	School 2 Food Pantry	\$300.00
Target	ALP at School 12	\$29.99

D. Board Resolutions

Mr. Schofield made a motion for Consent Agenda on Items 1 and 2.

Second: Mr. Mayo

Discussion: Congratulations to Ms. Marro-Giroux on Questar nomination.

Carried: 8-0

1. Nomination to Questar Board

BE IT RESOLVED, that the qualifications of Mary Marro-Giroux have been reviewed by the Enlarged City School District of Troy Board of Education and deemed qualified to serve on the Questar III Rensselaer-Columbia-Greene BOCES Board; and

IT IS FURTHER RESOLVED that the Board approves the nomination of Mary Marro-Giroux to the Questar III Rensselaer-Columbia-Greene BOCES Board.

2. Stipulation of Settlement - CSEA Case No. U-34527

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Enlarged City School District of Troy hereby approves a Stipulation of Settlement with respect to the settlement of an Improper Practice Charge filed by the CSEA (Case No. U-34527) and hereby authorizes the President of the Board of Education to execute the written Stipulation of Settlement.

E. Future Meetings

1. March 2, 2016 at 6:30 pm (TMS)
2. March 16, 2016 at 6:00 pm (Carroll Hill School)

IV. Adjourn

At 7:40 pm Mr. Schofield made a motion to return to Executive Session. This was seconded by Mr. Mayo and carried 8-0.

Executive Session concluded at 8:05 pm.

Respectfully submitted by,

Mary Beth Bruno

Mary Beth Bruno
Board Clerk

