

HUDSON CITY SCHOOL DISTRICT
REGULAR BOARD OF EDUCATION MEETING
MARCH 25, 2013 – 6:00 P.M.
HUDSON HIGH SCHOOL LIBRARY

Minutes Meeting #20

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The regular meeting of the Hudson City School District Board of Education was held on March 25, 2013 at the Hudson High School Library, 215 Harry Howard Ave., Hudson, NY.

PLEDGE OF ALLEGIANCE

The meeting was called to order at 6:07 p.m. by President Peter Merante with the following Board Members in attendance:

PRESENT: Peter D. Merante, Sr.
Kelly Frank
Tiffany Hamilton
Carrie Otty
Meagan Pinkowski, Student Representative

LATE ARRIVALS: Elizabeth Fout
Peter A. Rice, Jr.

ABSENT: Jeri Chapman

ALSO PRESENT: Superintendent Maria J. Suttmeier
School Business Executive Robert D. Yusko, Jr.
Clerk of the Board Frieda A. Van Deusen

Ms. Frank made a motion, seconded by Ms. Otty, that the Board of Education accept the Board Agenda. AGENDA ACCEPTED

Ayes – 4 Nays – 0 MOTION CARRIED

Board Member Elizabeth Fout arrived at the meeting at 6:09 p.m. E. FOUT

Board Member Peter Rice arrived at 6:19 p.m. during the budget workshop. P. RICE

Budget Workshop – Budget Survey Results and 2013-14 Budget Summary - Supt. Maria Suttmeier reviewed the budget survey results with the Board followed by a summary presentation of the 2013-2014 Budget. BUDGET WORKSHOP

Board Member Elizabeth Fout suggested that our high school students who take AP courses in our district could take those courses at Columbia-Greene Community College. The district could possibly provide the transportation to the college or the students provide their own transportation. This would allow the teachers of our district who taught those AP courses to teach other elective courses.

Board Member Kelly Frank did not feel this was the right approach and Student Representative Meagan Pinkowski expressed concern with this concept citing cost of courses and transportation as examples.

Student Representative’s Report - Meagan Pinkowski, Student Representative to the Board, reviewed the following upcoming activities with the Board: STUDENT REP.’S REPORT

- Earth Day – March 25th Earth Day was observed
- Robotics Competition – will be held Saturday, March 30th, in Connecticut
- Chicken Barbecue – will be held Thursday, March 28th, at HHS
- Spain Trip – High School Spanish students will leave for Spain on Thursday, March 28th

- PRESENTATION** Writing Across the Common Core – Third Grade Students and teacher Silvia Buchinsky –
- Eight students from Ms. Buchinsky’s third grade class each read a letter that they wrote to their Principal, Mark Brenneman advocating for the use of less paper in their school. Each student indicated in their letter reasons why the school needs to cut down on excess use of paper and suggestions on how to do that.
- INSTRUCTIONAL CONVERSATIONS** Focus Review Summary Statements – Superintendent Maria Suttmeier reported that both she and April Prestipino took part in the State FOCUS Review from March 18 to March 21, 2013 and she summarized a Debriefing Report which consisted of preliminary bullet points that align to the overall rating of both the Junior and Senior High Schools across tenets 2-6.
- EXECUTIVE SESSION** The Board of Education did not need to go into Executive Session at this time.
- PERSONNEL AGENDA ITEMS 9.1.1-9.1.9** On a motion by Ms. Frank, with a second by Ms. Otty, the Board of Education approves personnel agenda items 9.1.1-9.1.9, as attached.
Ayes – 5 Nays – 1 Ms. Fout MOTION CARRIED
- OLD BUSINESS** Committee Reports:
- A. **Audit** – Kelly Frank reported that the Audit Committee has not met. They are focusing on the 2013-14 budget at this time and they will also be reviewing the corrective action plan as a result of the External Auditor’s report.
 - B. **Facilities** – Elizabeth Fout indicated that the facilities report was given at the last board meeting.
 - C. **Board Policy**
3230 Organizational Chart – Tiffany Hamilton indicated that due to family illness she was not able to work on a revision of the organizational chart but would do so before the next meeting.
5300 Code of Conduct Draft – Jeri Chapman was absent from the meeting, therefore a draft was not available.
 - D. **Budget** – Kelly Frank reported that the committee plans to make a recommendation to the Board at the April 8, 2013 board meeting. She also reminded those present that there would be a Community Forum at TSL from 6pm-8pm on Wednesday, March 27th.
- Polling Sites Discussion** – Superintendent Maria Suttmeier led the discussion and asked the Board members if they wanted to move the polling site at John L. Edwards Primary School to another district location. The general consensus of the Board was to leave the polling site at John L. Edwards.
- PUBLIC FORUM** Robin Weber – Appreciates the visibility and open lines of communication with the Board. Inquired in regard to email addresses being placed on our website, budget presentations being placed on our website, why our board meetings are at the high school, what is the source of funds used for professional development and how topics are chosen.
- Arthur Cincotti – Apologized for any negative comments he may have made at our community forums and offered a prayer asking for God’s blessings and guidance on our district.
- CONSENSUS AGENDA ITEMS 12.1.1-12.1.20** Ms. Frank made a motion, seconded by Ms. Otty, to approve consensus agenda items 12.1.1 through 12.1.20, as follows:
Ayes – 6 Nays – 0 MOTION CARRIED

Be It Resolved, that the Board of Education approves Board Meeting Minutes #19, dated March 11, 2013, pages 3372-3375.

**APPROVED BOARD
MINUTES #19**

Be It Resolved, that the Board of Education accepts a \$500.00 grant from Exxon Mobil Educational Alliance Program (Bells Pond X-tra Mart) to be used for the maintenance and support of Hudson City School District in the area of math and/or science and direct the Board Clerk to send a thank you.

**DONATION FROM
EXXON MOBIL**

Be It Resolved, that the Board of Education accepts a donation of 12 assorted cases of blank cd's, dvd's, paper sleeves and jewel cases valued at approximately \$1000.00 from the 1886 Community Food Pantry in Hudson and direct the Board Clerk to send a thank you.

**DONATION FROM
1886 COMMUNITY
FOOD PANTRY**

Be It Resolved, that Stephanie Forsyth is hereby certified as a Qualified Lead Evaluator of teachers, having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b), including:

**S. FORSYTH – LEAD
EVALUATOR**

- (1) The New York State Teaching Standards and their related elements and performance indicators/ the Leadership Standards and their related functions;
- (2) Evidence-based observation techniques that are grounded in research;
- (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
- (4) Application and use of the State-approved principal rubric selected by the Hudson City School District (HCSD) for use in the evaluations of teachers, including training on the effective application of such rubrics to observe a teacher's practice;
- (5) Application and use of the assessment tools that the HCSD utilizes to evaluate its teachers, including but not limited to, administrative notes, correspondence with parents and colleagues, records of professional interactions, student feedback, student work, student academic and discipline records, professional communication, news or media reports, attendance records, professional growth goals, building improvement goals, state and local assessment data;
- (6) Application and use of the State-approved locally selected measures of student achievement used by HCSD to evaluate its principals;
- (7) The scoring methodology utilized by the Department and the HCSD to evaluate a teacher under 8 NYCRR Subpart 30-2, including:
 - (a) How scores are generated for each subcomponent and the composite effectiveness score of teachers, and
 - (b) Application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of teachers and their subcomponent ratings; and
- (8) Specific considerations in evaluating teachers of English language learners and students with disabilities.

This certification has been issued in accordance with the process for certifying lead evaluators described in the HCSD's annual professional performance review plan.

Be It Resolved, that the Board of Education approves the attached HCSD Professional Development Plan 2012-2013 and New Teacher Mentoring Plan.

**PROFESSIONAL
DEVELOPMENT PLAN
& NEW TEACHER
MENTORING PLAN**

Be It Resolved, that the Board of Education approves the attached two (2) emergency transportation contracts due to contractual issues which forced the district to find alternative transportation as follows until the bid opening on March 20, 2013.

**EMERGENCY
TRANSPORTATION
CONTRACTS**

- A. Contract with Pulcher Transportation to transport students to LaSalle/St. Catherine's at a total anticipated cost of \$2860.00, beginning March 13 and ending March 31, 2013.
- B. Contract with Michael Johnston LLC-Mike Johnston to transport students to Parson's/St. Anne's at a total anticipated cost of \$2860.00, beginning March 13 and ending March 31, 2013.

**TRANSPORTATION BID
RESULTS APPROVED**

Be It Resolved, that the Board of Education approves the following transportation bid results from a bid opening on March 20, 2013:

- A. Contract with Pulcher Transportation, as attached, for a partial year transportation contract for an obscure location run, at a total anticipated cost of \$9207.50, beginning March 25, 2013 and ending June 30, 2013. The previous contract was voided.
- B. Contract with Michael Johnston LLL – Mike Johnston, as attached, to transport students to Parsons/St. Anne’s at a total anticipated cost of \$12,760.00, beginning April 1, 2013 and ending June 30, 2013. The previous contract was voided.
- C. Contract with Pulcher Transportation, as attached, to transport students to LaSalle/ St. Catherine’s at a total anticipated cost of \$13,137.00, beginning April 1, 2013 and ending June 30, 2013. The previous contract was voided.

**HEALTH SERVICE
CONTRACT – HYDE PARK
CENTRAL SCHOOL DIST.**

Be It Resolved, that the Board of Education approves a 2012-2013 Health and Welfare Services contract with Hyde Park Central School District in the amount of \$618.80 for one (1) HCS D student attending Regina Coeli School.

**CATHOLIC CHARITIES
AGREEMENT**

Be It Resolved, that the Board of Education approves the attached agreement for the 2012-13 school year with Catholic Charities of Columbia and Greene Counties to provide services to the Hudson Bluehawk Nation Afterschool Program at a cost of \$10,000.00 (\$8,000.00 from 21st Century and Extended School Day grants and \$2,000.00 in-kind services).

**REGISTRATION DAY
ESTABLISHED**

Be It Resolved, that the Board of Education adopts a resolution to establish April 22, 2013 as Registration Day for the School District Budget Vote and School Board Election.

**TAX REFUND – BREAD AND
ROSES LLC**

Be It Resolved, that the Board of Education approves a 2012-2013 court-ordered tax refund due to Stipulation of Settlement reducing the assessment for Bread and Roses LLC from \$116,000 to \$105,000, resulting in a refund to Mark Young of tax plus interest in the amount of \$171.04.

**WAIVER OF FEES – DIATA
DIATA APPROVED**

Be It Resolved, that the Board of Education approves the attached request for a waiver of fees from Diata Diata International Folkloric Theatre for use of the MCSIS auditorium, effective April through August 2013.

**FIELD TRIP TO BRONX
ZOO APPROVED**

Be It Resolved, that the Board of Education approves the attached field trip request for fifth grade students to visit the Bronx Zoo on June 12, 2013, at no cost to the district.

**FIELD TRIP TO NATURE’S
CLASSROOM APPROVED**

Be It Resolved, that the Board of Education approves the attached field trip request for fifth and sixth grade students to attend Nature’s Classroom at Silver Bay, NY, on September 24-27, 2013, at no cost to the district.

**FIELD TRIP TO THE
CLARK INSTITUTE &
MASS MOCA APPROVED**

Be It Resolved, that the Board of Education approves the attached field trip for high school humanities class and painting and drawing class students to visit The Clark Institute in Williamstown, MA, and MASS MOCA in North Adams, MA, on April 18, 2013, at no cost to the district.

TREASURER’S REPORT

Be It Resolved, that the Board of Education approves the attached Treasurer’s Report for the month of February 2013.

CASH FLOW REPORT

Be It Resolved, that the Board of Education accepts the attached Cash Flow Projection report as prepared by the Treasurer for the period July 2012 through June 2013, updated to reflect information received through February 28, 2013.

**HJHS EXTRA-CURRICULAR
REPORT**

Be It Resolved, that the Board of Education accepts the attached Hudson Junior High School Extra-Curricular Account Monthly Financial Report for the month of February 2013.

Be It Resolved, that the Board of Education accepts the attached Hudson Senior High School Extra-Curricular Account Monthly Financial Report for the month of February 2013.

HSHS EXTRA-CURR.
REPORT

Be It Resolved, that the Board of Education arranges for placement of students with disabilities (CSE and CPSE meetings held on February 26, March 5, 6, 11, 13, 14, 15, 2013)

CSE & CPSE
PLACEMENTS

April Prestipino, Coordinator of School Improvement, was unable to attend the meeting and therefore provided a written report, as attached, for the following items:

CSI'S REPORT

APPR
Professional Development
DTSDE (Diagnostic Tool for School and District Effectiveness)

Superintendent Maria Suttmeier provided the following report:

SUPT.'S REPORT

Community Budget Conversation

Both the Superintendent and Robert Yusko, Business Manager, will lead a community budget conversation at TSL on Wednesday, March 27th, from 6-8 p.m.

Tri-County Partnership Proposal

Superintendent Suttmeier will meet March 26th with the Tri-County Partnership (Rensselaer, Columbia and Greene Counties). They are working collaboratively with DSS and schools to plan and prepare for the RFP announcement which will provide funding for a community school model of interventions for special ed students.

New Business

NEW BUSINESS

1. Mr. Merante reported that he has given information regarding the Student Justice Council to our Student Representative, Meagan Pinkowski.
2. Superintendent Suttmeier asked for direction from the Board regarding a budget figure and Board Budget Committee member Kelly Frank responded that the Budget Committee will meet next week to work on the budget and will report at the April 8th board meeting.

On a motion by Ms. Frank, with a second by Ms. Hamilton, the Board of Education went into Executive Session at 7:55 p.m. to discuss the Superintendent's evaluation.

EXECUTIVE
SESSION

Ayes – 6 Nays – 0 MOTION CARRIED

The Board of Education came out of Executive Session at 8:03 p.m. on a motion by Ms. Fout, with a second by Ms. Frank.

Ayes – 6 Nays – 0 MOTION CARRIED

On a motion by Ms. Frank, with a second by Ms. Hamilton, the Board of Education meeting was adjourned at 8:03 p.m.

ADJOURNED

Ayes – 6 Nays – 0 MOTION CARRIED

9.1.1 REGENTS REVIEW APPOINTMENTS

	Last Name	First Name	Position	Hours/Rate of Pay	Effective Dates	Notes
A.	Pare	Brenda	Algebra Regents Review Teacher	12 hrs. maximum instruction after school @ \$47/hr. and 2 hrs. total prep time @ \$42/hr.	4/8/13-6/21/13	Funding via Title 1 Funds
B.	Rees	Lucy	Algebra II/Trig Regents Review Teacher	12 hrs. maximum instruction after school @ \$47/hr. and 2 hrs. total prep time @ \$42/hr.	4/8/13-6/21/13	Funding via Title 1 Funds
C.	Capuano	Brian	Global Studies Regents Review Teacher	12 hrs. maximum instruction after school @ \$47/hr. and 2 hrs. total prep time @ \$42/hr.	4/8/13-6/21/13	Funding via Title 1 Funds
D.	Naramore Abitabile	Sally Meghan	U.S. History Regents Review Shared Teachers	12 hrs. maximum instruction after school @ \$47/hr. and 2 hrs. total prep time @ \$42/hr.	4/8/13-6/21/13	Funding via Title 1 Funds
E.	Flint Libruk McDarby	Jessica Regina James	Living Environment Regents Review Shared Teachers	12 hrs. maximum instruction after school @ \$47/hr. and 2 hrs. total prep time @ \$42/hr.	4/8/13-6/21/13	Funding via Title 1 Funds
F.	Rom	Kathleen	Earth Science Regents Review Teacher	12 hrs. maximum instruction after school @ \$47/hr. and 2 hrs. total prep time @ \$42/hr.	4/8/13-6/21/13	Funding via Title 1 Funds
G.	Antonelli	Michael	Chemistry Regents Review Teacher	12 hrs. maximum instruction after school @ \$47/hr. and 2 hrs. total prep time @ \$42/hr.	4/8/13-6/21/13	Funding via Title 1 Funds
H.	Hernandez	Dan	Geometry Regents Review Teacher	12 hrs. maximum instruction after school @ \$47/hr. and 2 hrs. total prep time @ \$42/hr.	4/8/13-6/21/13	Funding via Title 1 Funds

9.1.2 ELA/MATH EXTENDED LEARNING TIME PROGRAM ADDITIONAL HOURS

	Last Name	First Name	Position	Additional Hours	Effective Date	Notes
A.	Dolan	Lisa	ELT Teacher	10 additional hours of instruction time	3/26/13	Funding via Title 1 Part A
B.	Fiorino	Amy	ELT Teacher	10 additional hours of instruction time	3/26/13	Funding via Title 1 Part A

9.1.3 CREATE TEMPORARY SUPPORT STAFF POSITION

	Position	Location	Hours/Rate of Pay	Effective Date	Notes
A.	Temporary Head Cook/Cafeteria Manager Position	MCSIS	\$16.67 per hour for 32.5 hours per week through the training period	5/20/13 - (exact date to be determined)	To receive in-district training with current manager who is retiring at the end of the 2012-13 school year. Funded by the School Food Service Department.

9.1.4 SUPPORT STAFF TRANSFER

	Last Name	First Name	New Position	New Hours	Former Position	Former Hours	Rate of Pay	Effective Date	Notes
A.	VanKeuren	Timothy	Building Maintenance Mechanic	Mon.-Fri. 2:30 p.m. - 11:00 p.m.	Building Maintenance Mechanic	Wed.-Sun. 8:00 a.m. – 4:30 p.m.	Contractual rate will include night differential pay	3/26/13	Replacing S. Leonard Posting #N030513-32

9.1.5 SUPPORT STAFF RESIGNATION

	Last Name	First Name	Position	Location	Effective Date
A.	Kowalski	Clare	Teacher Aide	HJHS	Close of business on 3/28/13

9.1.6 SUBSTITUTE STAFF APPOINTMENTS

	Last Name	First Name	Position	Certification	Rate of Pay	Effective Date
A.	Del Principe	Edward	Substitute Teacher Substitute Teaching Assistant	Non-Certified	\$65.00 per day \$10.83 per hour	3/26/13
B.	Gregory	Eric	Substitute Teaching Assistant	Certified	\$14.17 per hour	1/18/13

9.1.7 SUBSTITUTE STAFF RESIGNATION

	Last Name	First Name	Position	Effective Date
A.	Bopp	Montgomery	Substitute Teacher	3/26/13

9.1.8 EXTRA-CURRICULAR SPORTS APPOINTMENTS*

	Last Name	First Name	Position	Season	Stipend	Effective Date
A.	Cottini	Emma	Modified Track Coach	Spring	\$2623.	3/26/13
B.	Markowitz	Steve	Boys' Modified Baseball Coach	Spring	\$2623.	3/26/13
C.	Jefferson	Dicel	Boys' Modified Baseball Volunteer Coach	Spring	--	3/26/13

9.1.9 ELECTION INSPECTORS FOR BUDGET VOTE AND SCHOOL BOARD ELECTIONS APPOINTMENTS

	Last Name	First Name	Position	Effective Date	District No.	Rate
A.	Hampton	Jackie	Election Inspector	5/21/13	Hudson No. 1	\$7.50 per hour
B.	DeCintio	Madaline	Election Inspector	5/21/13	Hudson No. 1	\$7.50 per hour
C.	Reese	Margaret	Election Inspector Chairman	5/21/13	Hudson No. 1	\$7.50 per hour
D.	Williams	Brenda	Election Inspector	5/21/13	Hudson No. 1	\$7.50 per hour
E.	Keeler	Betty	Election Inspector	5/21/13	Greenport No. 2	\$7.50 per hour
F.	Patzwahl	Marion	Election Inspector	5/21/13	Greenport No. 2	\$7.50 per hour
G.	Torchia	Kathleen	Election Inspector	5/21/13	Greenport No. 2	\$7.50 per hour
H.	Trudell	Barbara	Election Inspector	5/21/13	Greenport No. 2	\$7.50 per hour
I.	Anuska	Mary	Election Inspector	5/21/13	Claverack No. 3	\$7.50 per hour
J.	Chaikowski	Eleanor	Election Inspector	5/21/13	Claverack No. 3	\$7.50 per hour
K.	Quirk	Kathleen	Election Inspector	5/21/13	Claverack No. 3	\$7.50 per hour
L.	Super	Madelyn	Election Inspector	5/21/13	Claverack No. 3	\$7.50 per hour
M.	Funk	Doris	Election Inspector	5/21/13	Stottville No. 4	\$7.50 per hour
N.	Ressler	Dorothea	Election Inspector	5/21/13	Stottville No. 4	\$7.50 per hour
O.	Wolfe	Gertrude	Election Inspector	5/21/13	Stottville No. 4	\$7.50 per hour
P.	DeStefano	Claudia	Election Inspector	5/21/13	Livingston No. 5	\$7.50 per hour
Q.	Schneider	Beverly	Election Inspector Chairman	5/21/13	Livingston No. 5	\$7.50 per hour
R.	Schneider	Charles	Election Inspector	5/21/13	Livingston No. 5	\$7.50 per hour
S.	Cox	Alberta	Alternate Election Inspector	5/21/13	(as needed)	\$25.00 per day if not called upon
T.	Groll	Peter	Machine Custodian	5/21/13	All Districts	\$25.00 per machine
U.	Groll	Peter	Machine Preparer	5/20/13	All Districts	\$75.00 per machine

All appointments are subject to and shall not constitute employment by the District unless and until clearance for employment has been received from the State Education Department relating to fingerprinting and criminal history record check of the prospective school employee, where required by law.

***Appointments are contingent upon successful completion of CPR, AED & First Aid for Coaches.**