

HUDSON CITY SCHOOL DISTRICT
REGULAR BOARD OF EDUCATION MEETING
FEBRUARY 10, 2014 – 6:00 P.M.
JOHN L. EDWARDS PRIMARY SCHOOL CAFETERIA

Minutes Meeting #13

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The regular meeting of the Hudson City School District Board of Education was held on February 10, 2014 at the John L. Edwards Primary School, 360 State St., Hudson, NY.

PLEDGE OF ALLEGIANCE

The meeting was called to order by President Kelly Frank at 6:05 p.m. with the following Board Members in attendance:

PRESENT:

- Kelly Frank
- Jeri Chapman
- Carrie Otty
- Peter A. Rice, Jr.
- Oswaldo Rosete-Garcia, Student Representative

ABSENT:

- Tiffany Hamilton
- David Kisselburgh

LATE ARRIVAL:

- Joseph E. Carr (arrived at 6:30 pm)

ALSO PRESENT: Superintendent
Coordinator of School Improvement
School Business Executive
Clerk of the Board

- Maria J. Suttmeier
- April Prestipino
- Robert D. Yusko, Jr.
- Frieda A. Van Deusen

Ms. Otty made a motion, seconded by Mr. Rice, that the Board of Education accepts the Board Agenda.

AGENDA ACCEPTED

Ayes – 4 Nays – 0

MOTION CARRIED

The Board held the second in a series of Curriculum Workshops at John L. Edwards beginning with a presentation by Kindergarten teacher Terry Ohl regarding the foundations of ELA and Math-Counting and Cardinality, followed by 1st Grade teacher Melissa Brown presenting an overview of ELA and Math Curriculum in 1st Grade and culminating with a presentation by 2nd Grade teacher Debbie Sweet of the 2nd grade ELA and Math Curriculum.

CURRICULUM WORKSHOP

Mr. Carr, Board Member, arrived at the meeting approximately 6:30 p.m.

The Board of Education resumed the board meeting at 7:05 p.m. in the auditorium with a thank you to all the teachers who participated in the Curriculum Workshop.

In the absence of Student Representative William Glasser, Oswaldo Rosete-Garcia, senior class Student Council Representative, presented an update of student activities for the months of February and March.

Executive Session – There was no need for an Executive Session at this time.

EXEC. SESSION

On a motion by Ms. Otty, with a second by Ms. Chapman, the Board of Education approves Personnel Agenda items A-M, as attached.

PERSONNEL AGENDA

Ayes – 5 Nays – 0

MOTION CARRIED

Old Business

OLD BUSINESS

A. Board Policy – The following Board policies were read:

OLD BUSINESS CONT'D.

1. Second Reading of Policy 4750 Promotion and Retention of Students and 4750-R Hudson Jr. H.S. Credit Promotion Policy
2. Second Reading of Policy 6200 Create and Adopt Reserve Funds
3. Second Reading of Policy 6600 Fiscal Accounting and Reporting
4. Second Reading of Policy 6700 Purchasing and 6700-R Purchasing Regulation
5. Second Reading of Policy 9000 Personnel Goals
6. Second Reading of Policy 9240 Recruiting and Hiring
7. Second Reading of Policy 9420 Staff Evaluation
8. First Reading of Policy 4311.1 Display of the Flag and 4311.1-R Display of the Flag Regulation – Change to add “as directed by the Superintendent of Schools”. Second reading will be held at the February 24, 2014 Board Meeting.

Ms. Chapman made a motion, seconded by Ms. Otty, that the Board of Education accept Board Policies 1-7 as listed above.

Ayes – 5 Nays – 0

MOTION CARRIED

B. Mid-Year Discipline Reports – Recommend that we put this on our next board agenda. Send questions to the Superintendent before the next meeting.

C. inBloom, Inc. Letter – This letter pertains to taking a stand about the security of student data. The district’s letter was mailed out. It appears that the State is also questioning this.

PUBLIC FORUM

Selha Graham-Cora – Concerns in regard to the safety of the John L. Edwards parking lot both in the morning and in the afternoon.

Nina Fine – Concerns regarding enrichment curriculum for children who are above grade level and what the district can do for them.

Nicole Genito – Spoke about “Operation Cinderella” to provide formal dresses and accessories for young ladies of families in need of assistance. Ms. Genito also inquired about the district’s policy on fingerprinting and giving references.

CONSENSUS AGENDA

On a motion by Ms. Otty, with a second by Mr. Rice, the Board of Education approves action on consensus agenda items A-G, as follows:

Ayes – 5 Nays – 0

MOTION CARRIED

**BOARD MINUTES #12
APPROVED**

Be It Resolved, that the Board of Education approves Board Meeting Minutes #12, dated January 27, 2014, pages 3456-3459.

**DONATION FROM
MUSICA**

Be It Resolved, that the Board of Education accepts a donation to our band program of a high quality used student model alto saxophone with an estimated value of \$2,000.00, from Rob Caldwell of Musica and directs the Board Clerk to send a thank you.

**DONATION FROM
CRAIG BENDER**

Be It Resolved, that the Board of Education accepts a donation to our band program of one trumpet, one flute, two alto saxophones and one trombone, all high quality used student instruments with an estimated value of \$3,000.00, from Craig Bender and directs the Board Clerk to send a thank you.

**INDIVIDUAL BENEFIT
PACKET**

Be It Resolved, that the Board of Education approves the attached resolution amending the Individual Benefit Packet.

Be It Resolved, that the Board of Education approves the attached Stipulation of Settlement with the Hudson Educational Secretaries Association dated January 29, 2014, regarding substitute teacher caller and substitute aide caller positions.

STIPULATION OF SETTLEMENT – SUB TEACHER/SUB AIDE CALLER

Be It Resolved, that the Board of Education approves the attached Memorandum of Agreement with the Hudson Educational Secretaries Association regarding the number of days worked or charged during the holiday recess.

MOA - HUDSON EDUCATIONAL SECRETARIES

Be It Resolved, that the Board of Education approve the Corrective Action Plan, as attached, for the Financial Statement for the school year ending June 30, 2013.

CORRECTIVE ACTION PLAN – FINANCIAL APPROVED

Ms. Otty made a motion, seconded by Mr. Rice, to approve consensus agenda items H-N, then rescinded the motion and moved to table consensus agenda item H until the next meeting in order to correct wording in Corrective Action Plan for Extra-Classroom Activity Funds.

CONSENSUS AGENDA ITEM H TABLED

Ayes – 5 Nays – 0 MOTION CARRIED

On a motion by Ms. Otty, with a second by Mr. Rice, the Board of Education approves action on consensus agenda items I-N, as follows:

CONSENSUS AGENDA ITEMS I-N

Ayes – 5 Nays – 0 MOTION CARRIED

Be It Resolved, that the Board of Education approves the attached proposal for internal audit services from Michael Wolff Advisory Services for a three-year period at an estimated cost to perform this service for the year ended as follows:

INTERNAL AUDIT SERVICES PROPOSAL APPROVED

<u>Year</u>	<u>Days 6 to 10 (Max.)</u>
June 30, 2014	\$3,900.00-\$6,500.00
June 30, 2015	\$4,095.00-\$6,825.00
June 30, 2016	\$4,297.00-\$7,162.00

Be It Resolved, that the Board of Education approves the Hudson Junior High School Extra-Curricular Club Biannual Reports, as attached.

JRHS EXTRA-CURR. CLUB BIENNIAL REPORTS

Be It Resolved, in the event that the Hudson Senior High School Principal is not physically present in the Hudson Senior High School on one or more days (or portions thereof) during the 2013-2014 school year, the Dean of Students of Hudson Senior High School be appointed for all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

HSHS CHAIN OF COMMAND REVISED

Be It Further Resolved, in the event that the Dean of Students of Hudson Senior High School is unavailable or otherwise unable to be physically present in the Hudson Senior High School in the absence of the Hudson Senior High School Principal, the Coordinator of School Improvement is hereby designated for all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

Be It Further Resolved, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

Be It Resolved, in the event that the Hudson Junior High School Principal is not physically present in the Hudson Junior High School on one or more days (or portions thereof) during the 2013-2014 school year, the Dean of Students of Hudson Senior High School be appointed for all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

JRHS CHAIN OF COMMAND REVISED

JRHS CHAIN OF COMMAND REVISED CONT'D. Be It Further Resolved, in the event that the Dean of Students of Hudson Senior High School is unavailable or otherwise unable to be physically present in the Hudson Junior High School to serve in the absence of the Hudson Junior High School Principal, the Coordinator of School Improvement is hereby designated for all short-term student discipline matters pursuant to Section 3214 of the New York State Education Law; and

Be It Further Resolved, that the District Clerk shall forward a copy of this resolution to each of the above referenced persons.

5TH GRADE FIELD TRIP - BRONX ZOO Be It Resolved, that the Board of Education approves a field trip request for fifth grade students to visit the Bronx Zoo on June 18, 2014, as attached, at no cost to the district.

CSE AND CPSE PLACEMENTS Be It Resolved, that the Board of Education arranges for placement of students with disabilities (CSE and CPSE meetings held on December 16, 19, 2013, January 9, 10, 13, 14, 16, 23, 24, 28, 30, February 3, 4 2014)

NON-MOTORIZED PATH ENCROACHMENT RESOLUTION Be It Resolved, that the Board of Education, on a motion by Ms. Otty, with a second by Mr. Rice, adopts the attached resolution authorizing the donation to the City of Hudson of an area encompassing 1521 square feet (0.035 acre) as depicted on a drawing made by Crawford & Associates dated January 23, 2014 entitled: "Non-Motorized Path Encroachment, Pedestrian & Bike Connections to Charles Williams Park, City of Hudson, Columbia County P.I.N. 8780.14" and delegating certain powers in connection therewith to the President, the Superintendent of Schools and/or the Business Manager of the City School District of the City of Hudson.

Ayes – 5 Nays – 0

MOTION CARRIED

BUSINESS EXEC.'S UPDATE A. NYSHIP - Mr. Yusko discussed the New York State Health Insurance Plan (NYSHIP) and indicated that it would cost the district \$200,000.00 more annually to go with NYSHIP.

CSI'S REPORT A. STLE III- April Prestipino, Coordinator of School Improvement, informed the Board that we will receive the STLE III grant for another year with an added principal component beginning March 1, 2014 through June 30, 2015.

B. NTI – Ms. Prestipino reviewed the NTI training with the Board and its focus to bring administrators together across New York State. Ms. Prestipino, Mr. Reardon, and Mr. Brenneman in addition to two teachers from JLE, all attended sessions on various days.

SUPERINTENDENT'S REPORT A. Kindergarten Screening – Superintendent Maria Suttmeier informed the Board that Kindergarten Screening has been moved to the month of March.

B. ATP Opening – The Alternative Transition Program (ATP) is up and running for one week with a very smooth transition. There will be an Open House at the site at 364 Warren St. on Wednesday, February 12th.

C. Questar III Columbia-Greene Educational Center – Ms. Suttmeier attended the Open House at Questar last Thursday and learned more about their CTE program options. Questar is looking to improve and expand their programs.

D. Excelsior College – Superintendent Suttmeier attended a meeting with the President of Excelsior College to discuss additional opportunities for high school students to earn college credit while earning high school course credit and mentioned that several other districts are interested in piloting a program to assist students in earning high school credits while earning college credit online through online assessments offered.

E. Positive/and Other Notes – Superintendent Suttmeier reflected on the following notes:

- New promotion policy at the Junior High School highlighted in "Inside the District" in both the Register Star and Columbia Paper

- Read-a-thon event at MCSIS with an opening ceremony in the spirit of the Winter Olympics in Sochi, Russia
- Boiler failure at the Claverack School with a special thank you to George Keeler, Supt. of Building and Grounds for all his work over the weekend to address the boiler issue
- Common Core implementation changes by Board of Regents

HHS AP/College/Honors Weighting System Proposal – Mr. Abitabile, HHS Principal, drafted a proposal to weight grades according to the rigor of honors, college and AP courses. This proposal can be adopted by the high school as a new procedure or set as a policy at the district level. Supt. Suttmeier is seeking legal advice on the best way to proceed.

NEW BUSINESS

Board Member Peter Rice addressed the Board with concerns regarding school spirit and how to get people out to the Board meetings and asked for ideas from the Board. Some suggestions made were to restore the student spotlight, change the order of the items on our Board agenda, and cite examples of how we are fulfilling our Mission Statement, and develop the Website page with Board of Education profiles.

Upcoming Meeting Dates (New item on our Board Agenda)

UPCOMING MEETING DATES

Regular Meetings:

February 24 – Regular Board Meeting – High School Library – 7 p.m.

March 10 – Budget Workshop – High School Library – 6-7 p.m. followed by Regular Board Meeting – 7 p.m.

March 24 – Budget Workshop – High School Library – 6-7 p.m. followed by Regular Board Meeting – 7 p.m.

Committee Meetings:

February 13 – Audit Committee – District Office – 5:15 p.m.

February 26 – Budget Comm. Community Conversation – JLE Cafeteria – 6-7 p.m.

March 12 – Budget Comm. Community Conversation – JLE Library – 6-7 p.m.

March 26 – Budget Comm. Community Conversation – JLE Cafeteria – 6-7 p.m.

On a motion by Ms. Chapman, with a second by Mr. Carr, the Board of Education went into Executive Session at 8:17 p.m. to discuss Bargaining Unit Negotiations and Superintendent's Mid-Year Evaluation.

EXECUTIVE SESSION

Ayes – 5

Nays – 0

MOTION CARRIED

Board Member Jeri Chapman left the meeting at 8:30 p.m.

The Board of Education tabled discussion of Superintendent's Mid-Year Evaluation until the February 24, 2014 Board Meeting.

The Board of Education came out of Executive Session at 8:50 p.m. on a motion by Ms. Frank, with a second by Ms. Otty.

Ayes – 4

Nays – 0

MOTION CARRIED

The Board of Education meeting was adjourned at 8:50 p.m. on a motion by Ms. Frank, with a second by Ms. Otty.

ADJOURNED

Ayes – 4

Nays – 0

MOTION CARRIED

VIII.

A. INSTRUCTIONAL LEAVE REPLACEMENT APPOINTMENT

	Last Name	First Name	Position	Location	Rate of Pay	Effective Dates	Notes
A.	Sleezer	Mary Beth	Reading Teacher	JLE	\$100.00 per day	2/11/14-3/21/14 (tentative)	To fill vacancy due to C. Pitts' LOA

B. SUPPORT STAFF RESIGNATION FOR THE PURPOSE OF RETIREMENT

	Last Name	First Name	Position	Location	Years of Service	Effective Date
A.	Super	Mary Beth	Teacher Aide	HSHS	7	Close of business on 3/28/14

C. EXTEND SUPPORT STAFF MILITARY LEAVE OF ABSENCE

	Last Name	First Name	Position	Location	Former End Date	Extended End Date (tentative)	Notes
A.	Fuller	Bryan	Teacher Aide	MCSIS	1/31/14	2/24/14	Extended Military LOA

D. SUPPORT STAFF CHANGE IN HOURS

	Last Name	First Name	Position	Location	Current Hours	New Hours	Effective Date
A.	Mabb	Brooke	Teacher Aide	HSHS	5.25 hours per day	5 hours per day	2/4/14

E. ABOLISH PART-TIME CLERK/TYPIST POSITION

	Position	Location	Effective Date	Notes
A.	Part-Time Clerk/Typist	Central Administration	2/1/14	Due to position becoming full time

F. DISCONTINUE PART-TIME CLERK/TYPIST

	Last Name	First Name	Position	Location	Effective Date	Notes
A.	Simmons	Joan	P/T Clerk/Typist	Central Administration	Close of business on 1/31/14	Position was abolished

G. SUBSTITUTE STAFF APPOINTMENTS

	Last Name	First Name	Position	Certification	Rate of Pay	Effective Date
A.	Ausherman	Maria	Substitute Teacher Substitute Teaching Assistant Home Instructor (Tutor)	Certified	\$85.00 per hour \$14.17 per hour \$20.00 per hour	2/11/14
B.	Below	Lori	Home Instructor (Tutor)	Certified	\$20.00 per hour	2/6/14
C.	Czolowski	Adam	Substitute Teacher Substitute Teaching Assistant	Certified	\$85.00 per day \$14.17 per hour	2/11/14
D.	DeCicco	Carmelita	Substitute Teacher	Certified/Retired	\$100.00 per day	2/11/14
E.	Downey	Teena	Substitute Teacher Aide	Non-Certified	\$8.44 per hour	2/11/14
F.	Fenn	Kassandra	Substitute Teacher Substitute Teaching Assistant	Non-Certified	\$65.00 per day \$10.83 per hour	2/11/14
G.	Joy	Carissa	Substitute Teacher Substitute Teaching Assistant Home Instructor (Tutor)	Certified	\$85.00 per day \$14.17 per hour \$20.00 per hour	2/11/14
H.	Khatum	Hamida	Substitute Teacher Aide	Non-Certified	\$8.44 per hour	2/11/14
I.	Kreutzer	Madison	Substitute Teacher Substitute Teaching Assistant Substitute Teacher Aide	Non-Certified	\$65.00 per day \$10.83 per hour \$8.44 per hour	2/11/14
J.	Mullins	Alissa	Substitute Teacher Substitute Teaching Assistant Substitute Teacher Aide	Non-Certified	\$65.00 per day \$10.83 per hour \$8.44 per hour	2/11/14
K.	Proper	Lori	Substitute Teacher Aide	Non-Certified	\$8.44 per hour	2/10/14
L.	Sigler	Matthew	Substitute Teacher	Non-Certified	\$65.00 per day	2/11/14
M.	Tice	Jacqueline	Substitute Teacher	Non-Certified	\$65.00 per day	2/11/14

H. REMOVE FROM SUBSTITUTE LISTS

	Last Name	First Name	Position	Effective Date
A.	Hasbrook	Sarah	Substitute Teacher Home Instructor	2/11/14

I. EXTRA-CURRICULAR SPORTS APPOINTMENTS*

	Last Name	First Name	Position	Season	Stipend	Effective Date
A.	Brodowski	Travis	Boys' Varsity Baseball Volunteer	Spring	-0-	2/11/14
B.	Howard	Christopher	Boys' JV Baseball Volunteer	Spring	-0-	2/11/14

J. 21ST CENTURY PROGRAM STUDENT HELPER APPOINTMENTS

	Last Name	First Name	Position	Rate of Pay (not to exceed 25 hrs. per wk.)	Effective Date	Notes
A.	Folds	Daniel	ASP Student Helper	\$8.00 per hour	2/11/14	Funding via 21 st Century Grant
B.	Instiful	Inderly	ASP Student Helper	\$8.00 per hour	2/11/14	Funding via 21 st Century Grant
C.	Samuels	Mikhail	ASP Student Helper	\$8.00 per hour	2/11/14	Funding via 21 st Century Grant

K. INCREASE HOURLY RATE FOR CHAIRPERSON AND BOARD OF REGISTRATION

	Position	Current Rate of Pay	New Rate of Pay	Effective Date
A.	Chairperson	\$8.00 per hour	\$8.50 per hour	2/11/14
B.	Pole Chairperson	\$8.00 per hour	\$8.50 per hour	2/11/14
C.	Inspectors	\$7.50 per hour	\$8.00 per hour	2/11/14

L. BOARD OF REGISTRATION APPOINTMENTS

	Last Name	First Name	Position	Effective Dates	Rate of Pay
A.	DeStefano	Claudia	Chairperson and Board of Registration for HCSD	2/15/14-2/14/15	\$8.50 per hour
B.	Reese	Margaret	Board of Registration for HCSD	2/15/14-2/14/15	\$8.00 per hour
C.	Schneider	Beverly	Board of Registration for HCSD	2/15/14-2/14/15	\$8.00 per hour

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.**

HUMAN RESOURCE OFFICE

Personnel Agenda

February 10, 2014

HAND CARRY RESOLUTION
February 10, 2014

VIII. M. INSTRUCTIONAL APPOINTMENT

	Last Name	First Name	Position	Location	Type of Appointment	Effective Date	Tenure/Certification Area	Type of Certificate	Salary Schedule	Base Salary	Posting #
A.	Bennett	Kristina	Special Education Teacher	JLE	3-year probationary	3/03/14-3/02/17	Special Education/Students with Disabilities Grades 1-6	Initial	MA Step 1	\$41,698, pro-rated 3/03/14	#010814-44