

**Hudson City School District
Special Board of Education Meeting
Monday, November 7, 2016 – 6 p.m.
MC Smith Intermediate School Library**

Minutes Meeting #10

A Special Meeting of the Hudson City School District Board of Education was held on Monday, November 7, 2016 at the MC Smith Intermediate School, 102 Harry Howard Avenue, Hudson, NY.

PLEDGE OF ALLEGIANCE

The special meeting was called to order by Carrie Otty at 6:00 p.m. with the following Board Members in attendance:

PRESENT:

- Carrie Otty, Board President
- Maria McLaughlin, Board Vice President
- David Kisselburgh
- Sage Carter
- Sumayyah Shabazz
- Linda Hopkins
- Kamrul (Mohammed) Hassan, Student Representative (arrived 6:53 p.m.)

ABSENT:

Willette Jones

ALSO PRESENT:

- | | |
|-----------------------------------|----------------------------|
| Superintendent | Dr. Maria Lagana Suttmeier |
| Coordinator of School Improvement | April Prestipino |
| School Business Administrator | Sharifa Carbon |
| Clerk of the Board | Leslie Coons |

AGENDA ACCEPTED

Acceptance of Agenda: Board Vice President, Maria McLaughlin, made a motion to accept the board meeting agenda. Board Member, Sumayyah Shabazz, seconded the motion.

Ayes – 6 Nays – 0

MOTION CARRIED

CURRICULUM WORKSHOP

Curriculum Workshop: Principal, Mark Brenneman, and teachers, Laurie Campbell, Jill Hanley and Allison Blake, presented A Day in the Life of MC Smith Intermediate School to the board members.

The board meeting resumed at 7:00 p.m.

STUDENT REPRESENTATIVE REPORT

Student Representative Report: Kamrul (Mohammed) Hassan reported on the following events at the Senior High School:

- All students received Chromebooks on 10/27/16.
- The Powder Puff game has been rescheduled to Wednesday, November 9, 2016, at 5 p.m. on the football field. Mr. McDarby’s Environmental Club will be hosting the concession stand during the game
- Hudson Senior High School hosted a pep rally on Friday, November 4, 2016, for the undefeated Varsity Football team, who faced Glens Falls at Shenendehowa High School for the Section II Class B Superbowl.
- On November 4th, 2016, Columbia Greene Community College started holding financial aid workshops, to will help students work on their financial aid applications, such as FAFSA and TAP.
- On Election Day, November 8, 2016, members of the Student Council will be participating in poll watching at St. Mary’s Academy, 401 State Street, and the Seventh Street Firehouse, all in the City of Hudson. Student council members will record the results from the polls and report them to the national news channels.
- At the Seventh Street Firehouse, the (sophomore) Class of 2019 is hosting a sub sale while the polls are open.

Student Representative Report (continued):

**STUDENT
REPRESENTATIVE
REPORT**

- On November 10, 2016, the (junior) Class of 2018 is hosting a Brooks BBQ sale at the Event Entry of the high school campus. Juniors sold pre-sale tickets, but patrons will be able to buy full-meals at the door for \$12 and half-meals for \$8.
- Student Council members submitted their Top Teacher nomination letters to News Channel 13. A Hudson teacher has not been selected, so students are hopeful this year.
- On November 4, 2016, the Cross Country Team participated in Section II Sectional Championships.
- Winter Sports tryouts began on November 7, 2016.
- Creative Career Exploration Lunch Series started. The first luncheon was hosted by Jackie Thomas. Lunch was provided by Bruno's. The November luncheon will feature an acupuncturist. Six total luncheons are scheduled for this school year.
- Mr. Beyer's Transportation Systems class had its annual Cardboard Boat Race. The race took place in the pool. Hudson won against Ichabod Crane 3-1. Next semester the class hopes to include Ravena as well.
- Report Card Conferences will be held on November 17, 2016, from 1 to 3 p.m. and 5 to 7 p.m. Student Council will be offering babysitting services.

Student Representative, Kamrul (Mohammed) Hassan, left at 7:15 p.m.

Capital Project Presentation: Mr. John Sharkey, Rhinebeck Architecture, presented a 3D model of Concept 3G for the Capital Project Phase II MC Smith Intermediate School addition, along with a brief Powerpoint presentation. The 3G concept offers flexibility for future expansion. The access road to the loading dock will be from the back of the building, which allows for an expanded playground area outside of the proposed new gym. The concept is academically appropriate, esthetically appealing and within the safe zone of the budget.

**CAPITAL
PROJECT
PRESENTATION**

Phase I construction is planned to start around April 10, 2017 and be done in early September 2017. At the January 9, 2017 BOE meeting, the Board will be asked to accept the building design for Phase II. The preliminary plan can then be submitted to NYSED.

The Board thanked Mr. Sharkey for his presentation. Board Members are very pleased with the progress and results of Concept 3G.

Personnel Agenda: Board Member, Sage Carter, made a motion to accept personnel agenda items A through K. Board Member, David Kisselburgh, seconded the motion.

Ayes – 6 Nays – 0

MOTION CARRIED

**PERSONNEL
AGENDA**

No one signed up to speak during public forum.

School Business Administrator Report: Sharifa Carbon, School Business Administrator, explained the new format of the financial summary and treasurer's report. Board Members decided they only needed to have detailed information, consisting of ten or more pages with budget codes, attached to the reports on an annual basis. Mrs. Carbon also reported that the external audit is still ongoing. Auditors should be finished soon.

**BUSINESS
ADMINISTRATOR
REPORT**

Coordinator of School Improvement Report: April Prestipino, Coordinator of School Improvement, asked for feedback from Board Members regarding the HCSD Professional Development Plan 2014-2017. Mrs. Prestipino answered questions and explained the plan. Once the Board approves the plan, it will be submitted to NYSED.

**SCHOOL
IMPROVEMENT
REPORT**

BOE ACCEPTS PROFESSIONAL DEVELOPMENT PLAN 2014-2017

Board Member, David Kisselburgh, made a motion to accept the HCSD Professional Development Plan 2014-2017. Board Vice President, Maria McLaughlin, seconded the motion.

Ayes – 6 Nays – 0

MOTION CARRIED

SCHOOL IMPROVEMENT REPORT (continued)

Mrs. Prestipino also reported that teacher observations have started. She enjoys going into the classrooms to observe the education process. NEMO interviews are complete. Candidates are required to be in the District for at least five years before they are eligible to apply. It is rewarding to see new teachers wanting to be mentors. Half-day Professional Development will be held on November 17 and 23, 2016, while parent teacher conferences are happening.

Board Member, Linda Hopkins, left the room at 8:05 p.m. and returned at 8:07 p.m.

SUPERINTENDENT REPORT

Superintendent Report: Dr. Suttmeier reported on the following:

NYSSBA CONVENTION

- A. Capital Project – The Class of 2018 will be selling bricks to pave a walkway to the new athletic field. The bricks can be personalized. More information will be forthcoming.
- B. NYS School Board Association 97th Annual Convention – Board President, Carrie Otty, and Board Member, Willette Jones, accompanied Dr. Suttmeier to Buffalo to attend the 97th Annual NYSSBA convention. It was a long day of travel on Thursday with a delay at the Albany/Rensselaer train station. Friday, Dr. Suttmeier attended seminars on College and Career Readiness and Labor Negotiations. On Saturday, Dr. Suttmeier attended a panel discussion on Regents exams, which was hosted by the new Chancellor. Carrie Otty attended a Superintendent Evaluation Workshop, which focused on a new computerized program for the Board to evaluate the Superintendent. The program is BOCES aidable, meaning the district would be reimbursed half of the annual program cost. The Convention had more than 6000 in attendance. Next year’s Convention is scheduled to be in Lake Placid.

GENERAL UPDATES

- C. General Updates –
 - Dr. Suttmeier met with Chamber of Commerce Executive Director, Jeff Hunt, again this week. The Director is eager to establish a working relationship with the District. A proposal is in progress to employ 8 to 10 students over the summer through a Youth Development Program in partnership with the Berkshire Taconic Foundation.
 - The Hudson Family Literacy Program will be holding their annual Thanksgiving dinner on November 16, 2016 at JLE. Board members should have received their invitations. RSVP’s are needed.

CELEBRATING WHAT’S RIGHT

- D. Celebrating What’s Right –
 - The Bluehawk football season came to a close on Friday night when the team lost their first game of the season. The Bluehawks finished their season 9-1, which is an impressive accomplishment. Again, the community came out to support the Bluehawks. Johnston Bus Company donated a bus for spectators to attend the game at Shenendehowa. The team moms provided weekly Thursday night dinners during the season. The community support has really been impressive and boosts the school morale. Dr. Suttmeier thanked everyone for their support.
 - John Friedman had a positive start to his lunch series. As our student representative reported, Jackie Thomas was the first presenter. About 35 students attended. There will be two more lunches this semester and three lunches in the spring.

CONSENSUS AGENDA

Consensus Agenda: Board Member, Linda Hopkins, made a motion to accept consensus agenda items A through I. Board Member, David Kisselburgh, seconded the motion.

Ayes – 6 Nays – 0

MOTION CARRIED

Consensus Agenda (continued):

- A. Be It Resolved, that the Board of Education approves Board Meeting Minutes #8, as revised, dated October 6, 2016, page 3734.
- B. Be It Resolved, that the Board of Education accepts the attached Treasurer’s Report for the month of June 2016.
- C. Be It Resolved, that the Board of Education accepts the attached Financial Reports for the 2015-2016 year ending June 30, 2016.
- D. Be It Resolved, that the Board of Education accepts the Tax Collector’s Report on the Collection of 2016 School Taxes.
- E. Be It Resolved, that the Board of Education turns over the 2016 Delinquent Tax Rolls to the County and City Tax Collectors, respectively.
- F. Be It Resolved, that the Board of Education approves an emergency transportation contract, as attached, for a family that has been displaced and designated as McKinney-Vento, as per regulation requirements.
- G. Be It Resolved, that the Board of Education approves a consultant agreement with Tiffany A. Morris, CPA, of Purinton & Morris CPA’s, LLC, as attached.
- H. Be It Resolved, that the Board of Education is aware of a refund of 2015-2016 taxes in the amount of \$1,260.92 due to a Stipulation of Settlement and Order reducing the assessment of Emerson Contractors, Inc., Town of Claverack, to \$74,260.
- I. Be It Resolved, that the Board of Education arranges for placement of students with disabilities (CPSE/CSE meetings held on October 18, 20, 21, 26, 28, 31, November 1, 2, 2016).

**CONSENSUS
AGEND (continued)
TREASURER’S
REPORT
FINANCIAL
REPORTS
TAX COLLECTOR
REPORT
DELINQUENT TAX
ROLLS
TRANSPORTATION
CONTRACT**

**CONSULTING
AGREEMENT
TIFFANY MORRIS
REFUND OF TAXES
CPSE/CSE
PLACEMENTS**

NEW BUSINESS

New Business:

- Facilities Committee – Board Member, David Kisselburgh, reported that the Facilities Committee will be working on clarifying Policy 1500, Public Use of School Facilities. The policy will then be turned over to the Policy Committee for review.
- Policy Committee – Board Member, Linda Hopkins, reported that the Policy Committee is working on matching up policy numbers with NYSSBA policy numbers, for easier comparison and updating. The policy committee is still working on The Code of Conduct update and hope to have it ready by the start of the 2017-2018 school year.

No one signed up to speak in public forum.

**UPCOMING
MEETING DATES**

Upcoming Meeting Dates

BOE Meetings/Training Dates:

Monday, November 21, 2016 – Curriculum Workshop – Hudson Junior High School Library at 6 p.m.

Monday, November 21, 2016 - Special BOE Meeting – Hudson Junior High School Library at 7 p.m.

Committee Meetings/Community Events:

Thursday, November 17, 2016 – Policy Committee Meeting 3:45 to 4:45 p.m. in the District Conference Room – Linda Hopkins may not be available to attend this meeting. She will confirm with Dr. Suttmeier tomorrow.

**EXECUTIVE
SESSION**

Executive Session: Board President, Carrie Otty, made a motion to enter into executive session at 8:40 p.m. for the purpose of contract negotiations and to discuss the employment history of particular person(s). Board Member, David Kisselburgh, seconded the motion. No further business will take place after executive session

Ayes – 6 Nays – 0

MOTION CARRIED

Board Member, Sumayyah Shabazz, left at 9:01 p.m.

Board Member, Linda Hopkins, left at 9:12 p.m.

Board Member, Sage Carter, left the room at 9:18 and returned at 9:20 p.m.

**OUT OF
EXECUTIVE
SESSION**

Out of Executive Session: Board President, Carrie Otty, made a motion to leave executive session at 9:21 p.m. Board Vice President, Maria McLaughlin seconded the motion.

Ayes – 4 Nays – 0

MOTION CARRIED

ADJOURNMENT

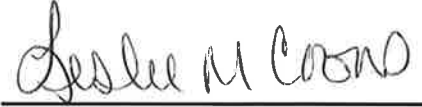
Adjournment: Board President, Carrie Otty, made a motion to adjourn the meeting at 9:21 p.m. Board Member, David Kisselburgh, seconded the motion. The meeting was adjourned.

Ayes – 4 Nays – 0

MOTION CARRIED



**Carrie Otty, President
Board of Education**



**Leslie M. Coons, District Clerk
Board of Education**

HUMAN RESOURCES

Personnel Agenda

November 7, 2016

8.

A. NEMO MENTOR APPOINTMENT

Mentor	New Teacher	New Teacher Assignment	Stipend	Effective Date	Notes
1. Stacey Infantino	Nicole Morey	JLE/Speech Pathologist	\$1,200 Pro-rated	(Full Year) 11/14/16-6/30/17	Per regulations, the district is responsible to provide mentoring to new teachers

B. ELA/MATH ELT PROGRAM APPOINTMENTS

Last Name	First Name	Position	Location	Hours/Rate of Pay	Effective Dates	Notes
1. Monsell	Wendy	ELA/Math ELT Teacher	JLE	2 hrs. of instruction per week for approx. 20 weeks @ \$47/hr.; Prep time not to exceed 10 hrs. @ \$42/hr.	TBD at building level	Funding via Title I and SIG 1003(a) Funds
2. Groat	Victoria	ELA/Math ELT Teacher	JLE	2 hrs. of instruction per week for approx. 20 weeks @ \$47/hr.; Prep time not to exceed 10 hrs. @ \$42/hr.	TBD at building level	Funding via Title I and SIG 1003(a) Funds
3. Green	Tanya	ELA/Math ELT Teacher	JLE	2 hrs. of instruction per week for approx. 20 weeks @ \$47/hr.; Prep time not to exceed 10 hrs. @ \$42/hr.	TBD at building level	Funding via Title I and SIG 1003(a) Funds
4. Miranda	Kristin	ELA/Math ELT Teacher	MCSIS	2 hrs. of instruction per week for approx. 20 weeks @ \$47/hr.; Prep time not to exceed 10 hrs. @ \$42/hr.	TBD at building level	Funding via Title I and SIG 1003(a) Funds
5. Huemmer	Ellen	ELA/Math ELT Teacher	MCSIS	2 hrs. of instruction per week for approx. 20 weeks @ \$47/hr.; Prep time not to exceed 10 hrs. @ \$42/hr.	TBD at building level	Funding via Title I and SIG 1003(a) Funds
6. Cottini	Emma	ELA/Math ELT Teacher	MCSIS	2 hrs. of instruction per week for approx. 20 weeks @ \$47/hr.	TBD at building level	Funding via Title I and SIG 1003(a) Funds

HUMAN RESOURCES

Personnel Agenda

November 7, 2016

7.	McCagg	Alicia	ELA/Math ELT Teacher	MCSIS	\$47/hr.; Prep time not to exceed 10 hrs. @ \$42/hr. 2 hrs. of instruction per week for approx. 20 weeks @ \$47/hr.; Prep time not to exceed 10 hrs. @ \$42/hr.	TBD at building level	Funding via Title I and SIG 1003(a) Funds
8.	Pitts	Stefanie	ELA/Math ELT Teacher	HJHS	2 hrs. of instruction per week for approx. 20 weeks @ \$47/hr.; Prep time not to exceed 10 hrs. @ \$42/hr.	TBD at building level	Funding via Title I and SIG 1003(a) Funds
9.	Spanakos	Angela	ELA/Math ELT Teacher	HJHS	2 hrs. of instruction per week for approx. 20 weeks @ \$47/hr.; Prep time not to exceed 10 hrs. @ \$42/hr.	TBD at building level	Funding via Title I and SIG 1003(a) Funds
10.	Cukerstein	Emily	ELA/Math ELT Teacher	HJHS	2 hrs. of instruction per week for approx. 20 weeks @ \$47/hr.; Prep time not to exceed 10 hrs. @ \$42/hr.	TBD at building level	Funding via Title I and SIG 1003(a) Funds

C. LONG-TERM SUBSTITUTE STAFF EFFECTIVE DATE CHANGE

Last Name	First Name	Position	Type of Appointment	Former Effective Dates	New Effective Dates	Notes
1. Betke	Dawn	Long-Term Substitute Teaching Assistant	1 – Year Appointment	10/26/16-6/30/17	11/01/16-6/30/17	Change in effective start date

D. CREATE TEACHER AIDE POSITION

Position	Location	Hours	Rate of Pay	Effective Date	Notes
1. 1:1 Teacher Aide	MCSIS	6.5 hrs. per day 7:30 am-2:30 pm	\$9.00 per hour or hourly contractual rate	11/08/16	Posting #N102716-20

HUMAN RESOURCES

Personnel Agenda

November 7, 2016

E. TEACHER AIDE APPOINTMENT

Last Name	First Name	Position	Type of Appointment	Location	Hours	Rate of Pay	Effective Date	Notes
1. Lawrence	Sheila	1:1 Teacher Aide	Probationary period of no more than 52 weeks	JLE	6 hrs. per day 7:45am-2:15pm	\$9.00 per hr.	11/08/16	Posting #N100616-14 New Position

F. FOOD SERVICE STAFF TRANSFER

Last Name	First Name	Position	Former Location	New Location	Effective Date	Notes
1. Sacco	Patricia	Head Cook/ Cafeteria Mgr.	JLE	MCSIS	9/26/16	No change in hours or rate of pay

G. FOOD SERVICE STAFF UNPAID LEAVE OF ABSENCE

Last Name	First Name	Position	Location	Effective Dates	Notes
1. Stickle	Deborah	Food Service Helper	HJSHS	11/02/16-11/25/16	Unpaid Medical LOA

H. SUBSTITUTE STAFF APPOINTMENTS

Last Name	First Name	Position	Certification	Rate of Pay	Effective Date
1. Akter	Parvin	Substitute Teaching Assistant	Non-Certified	\$10.83 per hour	11/01/16
2. Akhtiar	Nasima	Substitute Teaching Assistant	Non-Certified	\$10.83 per hour	11/02/16
3. Akhter	Rasheda	Substitute Teaching Assistant	Non-Certified	\$10.83 per hour	10/31/16
4. Branton	Amar	Substitute Teaching Assistant	Non-Certified	\$10.83 per hour	11/02/16
5. Dingman	Stephanie	Substitute Teaching Assistant	Non-Certified	\$10.83 per hour	11/08/16
6. Werner	Nicole	Substitute Teaching Assistant	Non-Certified	\$10.83 per hour	11/08/16

I. EXTRA-CURRICULAR SPORTS APPOINTMENT*

	Last Name	First Name	Position	Season	Stipend	Effective Date
1.	Dianda	Michael	Girls' JV Basketball Coach	Winter	\$3598.	11/08/16

J. POOL STAFF APPOINTMENT

	Last Name	First Name	Position	Hours	Rate of Pay	Effective Date	Notes
1.	Bertone	Joseph	Lifeguard	As Needed	\$9.00/hr. PM Swim \$11.00/hr. AM Swim	11/08/16	2016-2017 school year

K. EXTENDED SCHOOL DAY INSTRUCTOR APPOINTMENT

	Last Name	First Name	Position	Rate of Pay (not to exceed 10 hrs. per wk.)	Effective Date	Notes
1.	DelPrincipe	Kim	ASP Instructor	\$47.00 per hour	11/08/16	Funding via Extended School Day Grant

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**