

**Hudson City School District
Special Board of Education Meeting
Monday, November 21, 2016 – 6 p.m.
Hudson Junior High School Library**

Minutes Meeting #11

A Special Meeting of the Hudson City School District Board of Education was held on Monday, November 21, 2016 at the Hudson Junior High School, 215 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
- Sage Carter
- Sumayyah Shabazz
- Linda Hopkins (arrived 7:10 p.m.)
- Willette Jones
- Kamrul (Mohammed) Hassan, Student Representative (arrived 7 p.m.)

ABSENT:

David Kisselburgh

ALSO PRESENT:

- | | |
|-----------------------------------|----------------------------------|
| Superintendent | Dr. Maria Lagana Suttmeier |
| Coordinator of School Improvement | April Prestipino |
| School Business Administrator | Sharifa Carbon |
| Clerk of the Board | Leslie Coons (arrived 6:40 p.m.) |

AGENDA ACCEPTED

Acceptance of Agenda: Board Vice President, Maria McLaughlin, made a motion to accept the board meeting agenda with revision to item 15B, correcting the date and heading. Board Member, Sumayyah Shabazz, seconded the motion.

Ayes – 6 Nays – 0

MOTION CARRIED

CURRICULUM WORKSHOP

Curriculum Workshop: Board Members moved to rooms E-214, E-201B and E-2013AB for a Curriculum Workshop.

The board meeting resumed at 7:08 p.m.

STUDENT REPRESENTATIVE REPORT

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

- Wednesday, November 23, 2016 is a half of day for all schools in the district.
- On Sundays at the high school, a badminton club is hosted in the school gym.
- Another Creative Paths to Work Luncheon will be hosted on November 28, 2016. A local landscaper will be making a presentation.
- A Future Scientists Assembly will be occurring on Wednesday, November 23, 2016.
- The Tri-M Music Honor Society’s Cinnabon Fundraiser will continue until Friday December 2, 2016.
- The Class of 2018 is having a Mason Jar Fundraiser until Friday, December 9, 2016.
- School picture retake day will be Tuesday, December 6, 2016.
- The Class of 2019 is having a Five Below Fundraiser on Tuesday, November 22, Friday, November 25 and Saturday, November 26, 2016.
- The first Patroon Conference Basketball Game will be on Friday, December 2, 2016.
- Class of 2018 is having a “31” fundraiser and selling seat cushions for the basketball games.

Student Representative Report (continued):

- Parent teacher conferences will be on November 17, 2016.
 - PBIS is having a lunch fundraiser on November 17, 2016 for interested faculty and staff.
- Board Members thanked Kamrul for his report.

STUDENT REPRESENTATIVE REPORT (continued)

Board Member, Linda Hopkins arrived at 7:10 p.m.

Student Representative, Kamrul (Mohammed) Hassan, left at 7:13 p.m.

Career Cruising Presentation: Rosalie Cornell, Guidance Counselor at the Hudson Junior High School, gave a presentation on the Career Cruising software used in the Hudson Junior and Senior High Schools. The District is currently in year two of a three-year license. The software assists each student with career matching, college matching, resume building and scholarship and financial aid opportunities based on their answers to inventory questions. There is also an SAT/ACT review section. Students start using the program as early as grade 7 and continue through grade 12. E-School is able to link information. There is a parent section as well.

CAREER CRUISING PRESENTATION

Trane Presentation: George Keeler, Superintendent of Buildings and Grounds, gave a presentation on the heating and cooling upgrades planned for the District. Improvements will be made to the HVAC system in each building. Systems will be rebalanced to level out the temperature extremes some areas are experiencing. The pool area will have an upgrade to improve air quality. Costs and benefits were reviewed. A NYSERDA grant will help offset the cost of the project. Upgrades are expected to be completed by September 2018.

TRANE PRESENTATION

Mr. Keeler also reported the Solar Project is back on schedule and the second grade renovations have begun.

PERSONNEL AGENDA

Personnel Agenda: Board Vice President, Maria McLaughlin, made a motion to accept personnel agenda items A through L. Board Member, Sage Carter, seconded the motion.

Ayes – 6 Nays – 0

MOTION CARRIED

Recognition of Retirement: Board President, Carrie Otty, on behalf of the Hudson City School District and Board of Education thanked Cindy Simpson for her 15 years of service to the District as a teacher aide, and wished Cindy good health, happiness and relaxation in her retirement.

RECOGNITION OF RETIREMENT

Old Business:

OLD BUSINESS

- A. Policy Committee – Linda Hopkins reported The Code of Conduct needs to be updated and then reviewed annually. The policy committee would like to share the responsibilities with other board members because of the size of the policy and detailed content.
- B. Facilities Committee has not met.
- C. Budget Committee has not met.
- D. Audit Committee – Mrs. Carbon, School Business Administrator, reported that Michael Wolff, Internal Controls Auditor, hopes to have his report completed for the Board at the December meeting. A meeting will be scheduled prior to the meeting. The external audit is progressing.

PUBLIC FORUM

Public Forum: Mr. Joseph Carr acknowledged the success of the Bluehawk sports teams. Mr. Carr also thanked the Board for the continuous updates on the Capital Project.

BUSINESS ADMINISTRATOR REPORT

School Business Administrator Report: Sharifa Carbon, School Business Administrator, reported that Scott Preusser is finishing the external audit. A report will be forthcoming.

**SCHOOL
IMPROVEMENT
REPORT**

Coordinator of School Improvement Report: April Prestipino, Coordinator of School Improvement, reported the following:

- Ms. Prestipino is working with the State Education Department on a consolidated application ESSA application. There is collaboration between public and non-public schools.
- BEDS Reporting continues, which is the reporting of the employee and student population of a school district.
- My Brother's Keeper is a grant that the District applied for. There has been no feedback on the application.
- Kathy Clark submitted the 21st Century Grant application. The District has received this grant for 15 years. It is awarded in 5-year blocks.

**ANNUAL
TARGETS
PRESENTATION**

Annual Targets Presentation: Superintendent Suttmeier and Mrs. Prestipino gave a presentation on the District's Annual Targets as they relate to the graduation rate and standardized test scores. She reviewed data that indicates where the District has been and where the District is today. Although progress has been achieved, the administrative team is constantly looking for direction on how to meet or exceed the annual targets. Specifically, Dr. Suttmeier explained how the targets are derived from the Vision 2020 Board Goals and how results are analyzed to set future goals.

**SUPERINTENDENT
REPORT**

Superintendent Report: Dr. Suttmeier reported on the following:

- A. Capital Project – The Capital Project is progressing on schedule. The State is attempting to expedite the approval process. The District can expect approval on Phase I by mid-January.
- B. General Updates – Dr. Suttmeier sent a letter home to all families last Friday, November 18, 2016, which reiterated the District Code of Conduct and DASA resources
- C. Celebrating What's Right – Dr. Suttmeier stated she is very proud of the acceptance exhibited by the student body, which is the most diverse in the county.

**GENERAL
UPDATES****CELEBRATING
WHAT'S RIGHT****CONSENSUS
AGENDA**

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

Ayes – 6 Nays – 0

MOTION CARRIED

- A. Be It Resolved, that the Board of Education approves Board Meeting Minutes #9, dated October 24, 2016, pages 3735-3741.
- B. Be It Resolved, that the Board of Education approves Board Meeting Minutes #10, dated November 7, 2016, pages 3742-3746.
- C. Be It Resolved, that the Board of Education approves the 2017-2018 Budget Development Timeline, as attached.
- D. Be It Resolved, that the Board of Education accepts the Hudson High School Extra-Curricular Monthly Report for October 2016, as attached.
- E. Be It Resolved, that the Board of Education approves the attached Memorandum of Understanding between HCSD and Hudson Teachers' Association regarding changing the name of the extra-curricular Chess Club to the Game Club.
- F. Be It Resolved, that the Board of Education appoints Mark Renner as advisor to the Game Club for the 2016-2017 school year at an annual stipend of \$813.00.
- G. Be It Resolved, that the Board of Education approves a field trip request for sixth grade students to see The Nutcracker at Proctor's Theatre in Schenectady on December 2, 2016.
- H. Be It Resolved, that the Board of Education approves the attached consultant agreement with Mental Health Association of Columbia and Greene Counties to provide homework help for the 2016-2017 school year to McKinney-Vento Program-eligible district students at a cost of \$6,000.00.
- I. Be It Resolved, that the Board of Education arranges for placement of students with disabilities (CPSE/CSE meetings held on September 13, 14, 21, 26, 28, October 3, 5, 10, 13, 20, 28, 31, November 1, 3, 4, 7, 8, 9, 10, 2016).

New Business: Substitute Teaching Assistant rates – Dr. Suttmeier asked the Board to consider raising the hourly rate of Substitute Teaching Assistants to \$12.00 per hour. In March 2016, the Board voted to raise the Substitute Teacher daily rates and Substitute Teacher Aide hourly rate. The Substitute Teacher Aide rate is currently slightly higher than the Substitute Teacher Assistant rate. Teacher Assistants have more responsibility and education requirements than a Teacher Aide. Board Members asked Dr. Suttmeier to obtain comparison data from area Districts at the December 12, 2016 meeting so a definitive decision can be made.

NEW BUSINESS

No one signed up to speak in public forum.

Upcoming Meeting Dates

UPCOMING MEETING DATES

BOE Meetings/Training Dates:

Monday, December 12, 2016 – Curriculum Workshop – Hudson Senior High School Library at 6 p.m.

Monday, December 12, 2016 - Special BOE Meeting – Hudson Senior High School Library at 7 p.m.

Committee Meetings/Community Events: Facilities and Policy Committee Meetings will be scheduled.

Executive Session: Board President, Carrie Otty, made a motion to enter into executive session at 9:05 p.m. for the purpose of contract negotiations and to discuss the employment history of particular person(s). Board Member, Sage Carter, seconded the motion. No further business will take place after executive session

EXECUTIVE SESSION

Ayes – 6 Nays – 0

MOTION CARRIED

Out of Executive Session: Board Member, Linda Hopkins, made a motion to leave executive session at 10:10 p.m. Board Member, Sumayyah Shabazz, seconded the motion.

OUT OF EXECUTIVE SESSION

Ayes – 6 Nays – 0

MOTION CARRIED

Adjournment: Board Vice President, Maria McLaughlin, made a motion to adjourn the meeting at 10:10 p.m. Board Member, Sage Carter, seconded the motion. The meeting was adjourned.

ADJOURNMENT

Ayes – 6 Nays – 0

MOTION CARRIED



**Carrie Otty, President
Board of Education**



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

8.

A. INSTRUCTIONAL STAFF RESIGNATION

Last Name	First Name	Position	Location	Effective Date
Jenkins	Evan	ENL Teacher	HJSHS	Close of business 12/23/16

B. GRADUATE CREDITS

Teacher	Current Preparation	Name of Course	Credits	Remuneration
1. Blake, Allison	BS39MS	Google Certified Educator Level 1	1	\$73.00
2. Carson, Heather	BS30MS	Google Certified Educator Level 1	1	\$73.00
3. Cousins, Michele	BS37MSED	Google Certified Educator Level 1	1	\$73.00
4. DelPrincipe, Kim	BS37MSED	Google Certified Educator Level 1	1	\$73.00
5. Peduzzi, Marlana	BS40MS	Google Certified Educator Level 1	1	\$73.00
6. Spanakos, Angela	BS41MS	Google Certified Educator Level 1	1	\$73.00
		TOTAL		\$438.00

C. IN-SERVICE CONTINUING EDUCATION UNITS*

Teacher	Current Preparation	Name of Course	Credits	Remuneration
1. Dougherty, Victoria	BS52MA	NYS AFCSE Capital District South PD Meetings 2015-2016	9 c.e.u.	\$0.00

*Salary credit granted when one full credit (15 c.e.u.) is accumulated

HUMAN RESOURCES

Personnel Agenda

November 21, 2016

D. ABOLISH TEACHER AIDE POSITIONS

Position	Location	Hours	Effective Date	Notes
1. 1:1 Teacher Aide	HJHS	7 hrs. per day	11/22/16	Student no longer requires this level of supervision Posting #N101116-17
2. Shared Teacher Aide	HSHS	7 hrs. per day	11/22/16	Changing position to Shared Teaching Assistant Posting #N102116-19

E. CREATE TEACHING ASSISTANT POSITION

Position	Location	Hours	Rate of Pay	Effective Date	Notes
1. Shared Teaching Assistant	HSHS	6.5 hrs. per day	Contractual Rate of Pay	11/22/16	Required to meet the mandates of two students' educational and safety needs

F. TEACHING ASSISTANT PROBATIONARY PERIOD EXTENSION

Last Name	First Name	Tenure Area	Location	New Probationary End Date	Former Probationary End Date	Notes
1. Gerber	Brittney	Teaching Assistant	HSHS	4/06/20	1/31/20	Extension due to 41 days without pay during the 2015-16 school year

G. TEACHER AIDE STAFF RESIGNATION FOR THE PURPOSE OF RETIREMENT*

Last Name	First Name	Position	Location	Years of Service	Effective Date
1. Simpson	Cindy	Teacher Aide	HJHS	15	Close of business 11/10/16

HUMAN RESOURCES

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H. TEACHER AIDE STAFF APPOINTMENT

Last Name	First Name	Position	Type of Appointment	Location	Hours	Rate of Pay	Effective Date	Notes
1. Brodowski	Jennifer	Lunch Aide	Probationary period of no more than 52 weeks	JLE	2.5 hrs. per day	\$9.00 per hr.	11/22/16	Posting #N100316-13 Replacing G. Dempsey

I. TEACHER AIDE STAFF UNPAID LEAVE OF ABSENCE

Last Name	First Name	Position	Location	Effective Dates	Notes
1. Gofran	Feroza	Teacher Aide	JLE	11/14/16-12/23/16	Unpaid LOA

J. SUBSTITUTE STAFF APPOINTMENTS

Last Name	First Name	Position	Rate of Pay	Effective Date
1. Bertone	Joseph	Substitute Cleaner	\$10.00 per hour	11/14/16
2. Owens	Donald	Substitute Cleaner	\$10.00 per hour	11/22/16

K. EXTRA-CURRICULAR SPORTS APPOINTMENTS**

Last Name	First Name	Position	Season	Stipend	Effective Date
1. Peck	Jason	Girls' Modified Basketball Coach	Winter	\$3147.00	2016-2017 school year
2. Connor	John	Girls' Varsity Track Coach	Spring	\$3747.00	2016-2017 school year
3. Connor	Brendan	Girls' Varsity Track Assistant Coach	Spring	\$2996.00	2016-2017 school year
4. Ohrin	Andrew	Boys' Varsity Track Coach	Spring	\$3747.00	2016-2017 school year
5. Thomas	Shevar	Boys' Varsity Track Assistant Coach	Spring	\$2996.00	2016-2017 school year
6. Hoffman	Jacob	Modified Track Coach	Spring	\$2623.00	2016-2017 school year
7. Bowes	Kevin	Boys' Varsity Baseball Coach	Spring	\$3747.00	2016-2017 school year
8. Ward	Kenneth	Boys' JV Baseball Coach	Spring	\$2996.00	2016-2017 school year

HUMAN RESOURCES

Personnel Agenda

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9.	Markowitz	Steven	Boys' Modified Baseball Coach	Spring	\$2623.00	2016-2017 school year
10.	Hunter	Mary	Girls' JV Softball Coach	Spring	\$2996.00	2016-2017 school year
11.	Qua	Allen	Boys' Varsity Tennis Coach	Spring	\$3369.00	2016-2017 school year

L. 21ST CENTURY PROGRAM STUDENT HELPER TERMINATIONS

	Last Name	First Name	Position	Effective Date
1.	Cozza	Zachary	ASP Student Helper	11/22/16
2.	Dwyer	Kate	ASP Student Helper	11/22/16
3.	Guarini	Breanna	ASP Student Helper	11/22/16
4.	Kittrell	Jasmin	ASP Student Helper	11/22/16
5.	Nguyen-Acevedo	Jalena	ASP Student Helper	11/22/16

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.

***On behalf of the Superintendent of Schools and the Board of Education of the Hudson City School District, I would like to extend our best wishes to you for a long, happy, and healthy retirement.**

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