

**Hudson City School District
Regular Board of Education Meeting
Monday, February 13, 2017 – 6 p.m.
Hudson Senior High School Library**

Minutes Meeting #15

Page 3767

A Regular Meeting of the Hudson City School District Board of Education was held on Monday, February 13, 2017 at the Hudson Senior High School, 215 Harry Howard Avenue, Hudson, NY.

PLEDGE OF ALLEGIANCE

The regular 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
- Willette Jones
- Linda Hopkins
- Sumayyah Shabazz (arrived at 6:05 p.m.)
- Kamrul (Mohammed) Hassan, Student Representative (arrived 6:55 p.m.)

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, Sage Carter, seconded the motion.

Ayes – 6 Nays – 0

MOTION CARRIED

At 6:03 p.m., the Board Members convened to the High School Curriculum Workshop in PAES Lab, SHAPE Class and HHS Guidance Department. The public was invited to attend.

Student Representative, Kamrul (Mohammed) Hassan arrived at 6:55 p.m.

The Board Members returned to the HHS Library and the board meeting resumed at 7:09 p.m.

STUDENT REPRESENTATIVE REPORT

Student Representative, Kamrul Hassan, reported on the following:

- The Class of 2020 is hosting a Valentine's Day Carnation Sale.
- A Dollars for Scholars informational meeting will be held on Wednesday, February 15, 2017 at 6:30 p.m. at the High School.
- The Class of 2019 held a Valentine's Day Candy and Pretzel Sale from the January 22 through February 10, 2017.
- A FAFSA workshop was held on January 30, 2017 at the high school.
- A college seminar for the junior class was hosted in the high school library.
- Class of 2018 is still selling bleacher seats for \$50.
- The Class of 2020 has Thursday Pizza Sales in the high school.
- The Student Council will host the Hudson Winter Sports Pep Rally on Thursday, February 16, 2017 from 6 to 7:30 p.m. at the High School Gym. Teams progressing to Sectional games will be recognized. There will be a dance performance, half-court shot contest and other contests and performances as well.

Board Member, Linda Hopkins, inquired about the camaraderie of the students in the high

school given the current political environment. Kamrul reported he is not aware of any issues. Students are accepting of each other and share the bond of community. Mrs. Hopkins thanked Kamrul for his honesty in answering the difficult question. Student Representative, Kamrul Hassan, left at 7:14 p.m.

Personnel Agenda: Board Vice President, Maria McLaughlin, made a motion to accept Personnel Agenda items A through N. Board Member, David Kisselburgh, seconded the motion.

**PERSONNEL
AGENDA**

Ayes – 7 Nays – 0

MOTION CARRIED

Board Vice President, Maria McLaughlin, made a motion to accept Personnel Agenda item O1. Board Member, Sage Carter, seconded the motion.

Ayes – 7 Nays – 0

MOTION CARRIED

Board Vice President, Maria McLaughlin, made a motion to accept Personnel Agenda item O2. Board Member, Willette Jones, seconded the motion.

Ayes – 6 Nays – 0 Abstained – 1 (Carrie Otty)

MOTION CARRIED

Board Vice President, Maria McLaughlin, made a motion to accept Personnel Agenda items O3 through Q. Board President, Carrie Otty, seconded the motion.

Ayes – 7 Nays – 0

MOTION CARRIED

Recognition and Welcome of New Staff: Dr. Suttmeier welcomed Ms. Elizabeth Mazzone, who will replace Mr. Cordato at the MC Smith Intermediate School. Mr. Cordato was transferred to the Junior High School. Ms. Mazzone thanked the Board for her appointment and stated she looks forward to her new role.

**RECOGNITION AND
WELCOME OF NEW
STAFF**

Business Administrator, Sharifa Carbon, welcomed Ms. Deborah Long, who will replace Florence Stickles, as District Treasurer and Tax Collector. Ms. Long expressed her enthusiasm to join the District Office in her new role.

Old Business:

OLD BUSINESS

- Policy Committee - Maria McLaughlin reported the next policy committee meeting is scheduled for February 6, 2017 at 1 p.m. in the District Office. Second readings for updated policies will be ready for the next board meeting. Dr. Suttmeier reported there was no feedback from the building administrators for the last assigned section of the Code of Conduct. The next section to review will be pages 10 through 14 for the next board meeting.
- Dr. Suttmeier hopes to have a Facilities Committee report at the next board meeting.

POLICY COMMITTEE

**FACILITIES
COMMITTEE**

No one signed up to speak in public forum.

School Business Administrator's Report: Sharifa Carbon, School Business Administrator, reported on the following:

**BUSINESS
ADMINISTRATOR
REPORT**

- Sharifa and Florence, Treasurer and Tax Collector, met with Don Gibson and his team at The Bank of Greene County to discuss the positive pay program, tax collection and the new banking platform.
- The External Audit Report will be ready for the March board meeting. The audit committee will be asked to meet prior to the board meeting. Scott Preusser will do a presentation to the Board.
- Budget meetings continue with the buildings.
- Mrs. Carbon attended a State Aid and Financial Planning workshop this week, which was very informative.
- The Corrective Action Plan for the Internal Controls Audit will be ready for the next board meeting. An electronic copy will be sent to the audit committee members for review. The Plan will be embedded into the original report.

SCHOOL IMPROVEMENT REPORT

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

- Graduation Rate – The August 2016 District graduation rate was 72%. The District expected the drop, as the 2016 cohort had struggled to meet State expectations throughout their school years. The 2016 High School graduation rate was 80%, which was higher than expected. These percentages were made public today and will be on the 2017/2018 Report Card.
- January Regents Exams – There was an area-wide snow day during Regents week. Living Environment and English were rescheduled. The District gained one January graduate as a result of the exams. The Bridge Program administered 34 exams; five of which were for graduation requirements. Very few students were successful. Superintendent, Bruce Potter, explained to Dr. Suttmeier that this is a typical mid-year result for this population of students. The January exams serve as a practice for June. Results should be improved in June.

SUPERINTENDENT REPORT

Superintendent Report: Dr. Suttmeier reported on the following:

CAPITAL PROJECT

- Capital Project – Phase I is currently under budget. Ground breaking is scheduled for April 2017. Any money not utilized can be re-appropriated to Phase II or not borrowed. Again, Dr. Suttmeier thanked The Galvan Foundation and Hudson River Bank and Trust for their donations towards enhancement of the Athletic Field. The Phase II application will be hand-delivered by John Sharkey on Tuesday. There is currently a 26-week waiting period at State Ed. Transitional meetings are taking place with transportation, food service, IT and the principals. Dr. Suttmeier’s District Insights Column (in the Register Star on February 14 and later this month in The Columbia Paper) will be dedicated to the Grade 2 Reconfiguration.

GENERAL UPDATES

- General Updates – A letter will be going home tomorrow regarding multiple incidences of pellet guns on school property. The letter will outline the protocol and safety procedures of the District, as spelled out by the District Code of Conduct. The letter will also be posted to District social media outlets and the District website. An assembly for grades 6 through 12 will be held. Classroom visits for grades 3 through 5 will take place. Parent informational sessions will be held for the primary grades. This is a community issue, as these BB guns resemble pistols. Dr. Suttmeier will also be addressing the issue on Wednesday’s local radio broadcast of The Drive on WAMC.

CELEBRATING WHAT’S RIGHT

- Celebrating What’s Right –
 1. The High School Faculty did an excellent job with the Curriculum Workshop. They are really thinking outside of the box in order to address the Board’s fourth goal related to student social emotional development and new ways to present curriculum.
 2. Dr. Suttmeier reported she will be in Arizona next week for a free conference on Effective Schools.
 3. NYSSBA is planning to interview Gail Wheeler and Dr. Suttmeier on the Community Schools Writing Seminars. The interview clip will be highlighted at the next NYSSBA Conference and placed on their website.
 4. Bard College would like to partner with HCSD for a grant to continue the work of Community Schools. This grant would require a lot of after school instruction. Bard would be the LEAD agency. More information will be forthcoming.

CONSENSUS AGENDA

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

Ayes – 7 Nays – 0

MOTION CARRIED

BOARD MEETING MINUTES #13

A. Be It Resolved, that the Board of Education accepts Board Meeting Minutes #13 dated January 9, 2017, pages 3756-3761, as attached.

PHASE II SED APPLICATION

B. Be it Resolved, that the Board of Education authorizes Rhinebeck Architecture to submit an SED Request Application and Design Development Plans for Phase II of the Capital Project (M.C. Smith Building Renovations and Addition).

Consensus Agenda (continued):

- C. Be It Resolved, that the Board of Education approves the Phase I Athletic Field General Construction Work bid opening results as attached, and award Shaker Flats Landscaping, Inc. of West Lebanon, NY for a total contract amount of \$1,900,800.00.
- D. Be It Resolved, that the Board of Education accepts the Revised 2017-2018 Budget Development Timeline, as attached.
- E. Be It Resolved, that the Board of Education be informed of a refund of taxes in the Town of Stockport due to Stipulation & Order in the total amount of \$4,109.07 for properties 91.3-2-2, 91.3-2-3 and 91.3-1.75 for the 2015-2016 and 2016-2017 school years, paid to Philip Gellert and EB 5LLC (new owner of 91.3-1.75).
- F. Be It Resolved, that the Board of Education increase the 2016-2017 General Fund budget by \$150,000.00 for the receipt of a grant-in-state aid, also referred to as Bullet Aid, to support general expenses of the Hudson City School District.
 - i. Increase Estimated Revenues: A3289 – Other State Aid\$150,000.00
 - ii. Increase Appropriations: A2250-400-00-000 – Special Education Contractual and Other
 - iii. Be It Further Resolved, that the Treasurer of the Board of Education be authorized to appropriate funds as specified by this resolution.
- G. Be It Resolved, that the Board of Education approves a Health and Welfare Services Contract with South Colonie Central Schools for two students who reside in the HCSD, but attend schools in the South Colonie Central School District. Cost per pupil is \$688.07 for a total of \$1,376.14.
- H. Be It Resolved, that the Board of Education approves the attached emergency transportation contracts: A second emergency McKinney/Vento student from Athens for an anticipated total cost of \$4,725.00; a second emergency Devereux student for an anticipated total cost of \$4,676.00; and an emergency McKinney/Vento student from Germantown for an anticipated total cost of \$4,500.00. Bid openings results will follow.
- I. Be It Resolved, that the Board of Education approves an emergency transportation contract, as attached, for a McKinney/Vento family who has been relocated to Greene County for an anticipated total cost of \$4,556.15. Bid opening results will follow.
- J. Be It Resolved, that the Board of Education approves the attached Professional Development Agreement with Alexia G. Ryan to provide a total of four (4) days of New Teacher Mentor Training at a fee of \$1000.00 per day, not to exceed seven (7) hours per day, effective March 1, 2017 through May 24, 2017.
- K. Be It Resolved, that the Board of Education accepts a donation made to the Hudson Jr./Sr. High School from Red-Kap (Exxon Mobil) in the amount of \$500.00, and directs the Board Clerk to send an acknowledgement.
- L. Be It Resolved, that the Board of Education approves the attached Memorandum of Agreement by and between the Superintendent of Schools and Board of Education of the HCSD, and the Building Administrators of the HCSD, in consideration of the implementation of NYS Education Law §3012-d regarding annual professional performance review of building principals covered under Part 30-3 of the Regents Rules commencing with the 2016-17 school year.
- M. Be It Resolved, that the Board of Education approves the attached Memorandum of Agreement with the Hudson Teachers' Association regarding the New Employees Mentoring Opportunities (NEMO) program to start in the 2017-2018 school year and be incorporated into Article 10 in the HCSD/HTA contract.
- N. Be It Resolved, that the Board of Education approves the attached consultant agreement with James B. Clarke, Jr. to serve as an alternate §3214 hearing officer at the rate of \$325.00 per hearing, effective January 27, 2017 through June 30, 2017.
- O. Be It Resolved, that the Board of Education approves the attached field trip request for the annual sixth grade field trip to Six Flags in Agawam, MA, on June 9, 2017.
- P. Be It Resolved, that the Board of Education grants permission for the HHS Robotics Team to participate at FIRST Robotics Regionals at RPI in Troy March 16-18, 2017, and at Rockland County Community College March 24-26, 2017.
- Q. Be It Resolved, that the Board of Education arranges for placement of students with disabilities (CPSE/CSE meetings held on January 13, 18, 19, 23, 25, 26, 27, February 1, 2, 8, 2017).

**CONSENSUS
AGENDA
(continued)
PHASE I BID
AWARD
REVISED BUDGET
DEVELOPMENT
TIMELINE
REFUND OF TAXES**

**BULLET AID
AWARD**

**COLONIE CSD
HEALTH AND
WELLNESS
CONTRACT**

**EMERGENCY
TRANSPORTATION
CONTRACT**

**EMERGENCY
TRANSPORTATION
CONTRACT**

**ALEXIA RYAN
PROFESSIONAL
DEVELOPMENT
AGREEMENT
RED KAP
DONATION**

HTA MOA APPR

**HTA MOA
MENTORING
OPPORTUNITIES**

**JAMES B CLARKE
HEARING OFFICER**

**6TH GRADE SIX
FLAGS FIELD TRIP
ROBOTICS TEAM
COMPETITION
DATES**

**CPSE/CSE
PLACEMENTS**

PUBLIC FORUM Public Forum: Hanna Hazzard, student, spoke to her concern regarding the walk from the High School to the Firemen’s Home for her Nursing Practical every morning. The sidewalks are blocked by snow banks and not well-maintained between the High School and The Firemen’s Home. Transportation is not provided for the Nursing students. Dr. Suttmeier assured Ms. Hazzard that the situation would be resolved, as she understood it had been resolved earlier in the week already.

UPCOMING MEETING DATES Upcoming Meeting Dates
BOE Meetings/Training Dates:

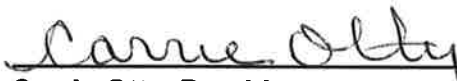
- Monday, February 27, 2017 – 6:30 to 7 p.m. – Community Budget Workshop – High School Library
- Monday, February 27, 2017 – 7 p.m. – Regular Board of Education Meeting – High School Library
- Monday, March 13, 2017 – 6 to 7 p.m. – Special Education Budget Workshop – High School Library
- Monday, March 13, 2017 – 7 p.m. – Regular Board of Education Meeting – High School Library
- Monday, March 27, 2017 – 6:30 to 7 p.m. – Community Budget Workshop – High School Library
- Monday, March 27, 2017 – 7 p.m. – Regular Board of Education Meeting – High School Library


COMMITTEE MEETINGS Committee Meetings:
Facilities Committee Meeting – March 1, 2017 at 3:30 p.m. in the District Office Conference Room.

EXECUTIVE SESSION Executive Session: Board President, Carrie Otty, made a motion to enter into executive session at 8:20 p.m. 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 – 7 Nays – 0 **MOTION CARRIED**

OUT OF EXECUTIVE SESSION Out of Executive Session: Board Member, David Kisselburgh, made a motion to close executive session at 8:59 p.m. Board Member, Sumayyah Shabazz, seconded the motion.
Ayes – 7 Nays – 0 **MOTION CARRIED**

ADJOURNMENT Adjournment: Board President, Carrie Otty, made a motion to adjourn the meeting at 8:59 p.m. Board Member, David Kisselburgh, seconded the motion. The meeting was adjourned.
Ayes – 7 Nays – 0 **MOTION CARRIED**


Carrie Otty, President
Board of Education


Leslie M. Coons, District Clerk
Board of Education

HUMAN RESOURCES Personnel Agenda

February 13, 2017

8.

A. TREASURER/TAX COLLECTOR APPOINTMENT

Last Name	First Name	Position	Type of Appointment	Location	Salary	Effective Dates	Notes
1. Long	Deborah	Treasurer/Tax Collector	Annual Appointment-District probationary period of no more than 52 weeks	Central Office	\$68,000 per year Pro-rated	03/20/17-6/30/17	This position falls into the Exempt Class under Rule III of the Col. Cty. Civil Service Commission. Replacing F. Stickle

B. INSTRUCTIONAL STAFF APPOINTMENT (Probationary)

Last Name	First Name	Position	Location	Type of Appointment*	Tenure/Certification Area	Type of Certificate	Salary Schedule	Effective Dates	Notes
1. Mazzone	Elizabeth	1.0 FTE Music Teacher	MCSIS/HJHS	4-Year Probationary	Music/Music	Initial	MA Step 1	02/13/17-02/12/21	Replacing G. Cordato Posting #122216-31

*To the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, Elizabeth Mazzone must have received an APPR rating of effective or highly effective in three of the four preceding years before the end of her probationary period and must not receive an ineffective in the final year of the probationary period.

C. INSTRUCTIONAL STAFF APPOINTMENT (Annual)

Last Name	First Name	Position	Location	Type of Appointment	Tenure/Certification Area	Type of Certificate	Salary Schedule	Effective Dates	Notes
1. Giosa	Thomas	0.6 FTE Music Teacher	HJHS	Annual Appointment	N/A/Music	Initial	BA Step 1	03/17/17-06/30/17	New Position Posting #010617-33

HUMAN RESOURCES Personnel Agenda

February 13, 2017

D. INSTRUCTIONAL STAFF EFFECTIVE TRANSFER DATE

Last Name	First Name	Position	New Location	Effective Date	Notes	
1.	Cordato	Gerard	Music Teacher	HJSHS	02/13/17	Transferring from MCSJS to HJSHS to replace C. Moon

E. NEMO MENTOR APPOINTMENT

Mentor	New Teacher	Stipend	New Teacher Assignment	Comments
1.	Patricia Almstead	Elizabeth Mazzone	\$600 Elementary Music	Full Time (Effective 02/13/17)

F. EXTRA CLASS ASSIGNMENT

Last Name	First Name	Position	Rate of Pay	Effective Dates	Notes	
1.	Rodriguez	Jamie	Spanish Teacher	\$47.00 per hour	01/09/17 - 04/28/17 (tentative end date)	Teaching one class for the Spanish Teacher who is on a long-term absence

G. CREATE SAT PREP TEACHER POSITIONS

Position	Location	Hours	Rate of Pay	Effective Dates	Notes	
1.	SAT Prep Class 1 – Math Teacher	HSHS	Classes will run for one day per week; two hours each day	\$47/hr. for Instruction (total 12 hrs.) \$42/hr. for Prep Time (total 6 hrs.)	03/16/17- 04/27/17	Funding via Community Schools Grant
2.	SAT Prep Class 1 – English Teacher	HSHS	Classes will run for one day per week; two hours each day	\$47/hr. for Instruction (total 12 hrs.) \$42/hr. for Prep Time (total 6 hrs.)	03/16/17- 04/27/17	Funding via Community Schools Grant

H. CREATE ENRICHMENT EXTRA LEARNING TIME POSITION

Position	Location	Hours/Rate of Pay	Effective Dates	Notes	
1.	1 Instructional Teacher Grades 3-5	MCSJS	2 hrs. per week of Instruction @ \$47/hr. and total of 5 hrs. Prep Time @ \$42/hr.	02/14/17- 06/16/17	Funding via General Funds

HUMAN RESOURCES

Personnel Agenda

February 13, 2017

I. SAT PREP CLASS TEACHER APPOINTMENTS

Last Name	First Name	Position	Hours/Rate of Pay	Effective Dates	Notes
1. Casazza	Michelle	SAT Prep Class Math Teacher	\$47/hr. for Instruction (total 12 hrs.) \$42/hr. for Prep Time (total 6 hrs.)	03/16/17-4/27/17	Funded via Community Schools Grant Posting #012317-36
2. Brust	Janet	SAT Prep Class English Teacher	\$47/hr. for Instruction (total 12 hrs.) \$42/hr. for Prep Time (total 6 hrs.)	03/16/17-4/27/17	Funded via Community Schools Grant Posting #012317-36

J. TEACHING ASSISTANT STAFF APPOINTMENT

Last Name	First Name	Position	Type of Appointment	Location	Hours	Rate of Pay	Effective Dates	Notes
1. Brown	Laura	Teaching Assistant	4 – Year Probationary	MCSIS	7 hrs. per day	\$14.72 per hour	02/14/17-02/13/21	Replacing L. Alessi Posting #101416-24

K. TEACHER AIDE STAFF APPOINTMENT

Last Name	First Name	Position	Type of Appointment	Location	Hours	Rate of Pay	Effective Date	Notes
1. Uddin	Mohammad	Lunch Aide	Probationary period of no more than 52 weeks	MCSIS	1.75 hrs. per day	\$9.70 per hr.	02/14/17	Posting #N120516-27

L. FOOD SERVICE STAFF RESIGNATION

Last Name	First Name	Position	Location	Effective Date
1. Pomeroy	April	Food Service Helper	JLE	Close of business 01/25/17

HUMAN RESOURCES

Personnel Agenda

February 13, 2017

M. FOOD SERVICE STAFF TRANSFER

Last Name	First Name	New Position	Former Position	Type of Appointment	Location	New Hours	Former Hours	Rate of Pay	Effective Date	Notes
1. Blanschen	Helen	Food Service Helper	Food Service Helper	Probationary period of no more than 52 weeks	Remains the same - HJSHS or district-wide as needed	5.75 hrs. per day	4 hrs. per day	\$10.52 per hr.	02/14/17	Replacing D. Stickles Posting #N011317-29

N. EXTRA-CURRICULAR ADVISOR/DIRECTOR RESIGNATIONS

Last Name	First Name	Position	Location	Effective Date
1. Moon	Cory	Choir Director	HSHS	Close of business 01/05/17 (Pro-rated stipend – 09/01/16-01/05/17)
2. Cordato	Gerard	Audio-Visual Director	MCSIS	Close of business 02/09/17 (Pro-rated stipend – 09/01/16-02/09/17)

O. SUBSTITUTE STAFF APPOINTMENTS

Last Name	First Name	Position	Certification	Rate of Pay	Effective Date
1. Konderwich	Krysta	Substitute Teacher	Non-Certified	\$90.00 per day	02/14/17
2. Otty	Olivia	Substitute Teacher	Non-Certified	\$90.00 per day	02/14/17
		Substitute Teaching Assistant		\$12.00 per hour	Pending Fingerprint Clearance
		Substitute Food Service Helper		\$9.70 per hour	
3. Bucholsky	Kathleen	Substitute Teacher Aide	Non-Certified	\$11.00 per hour	02/01/17
4. Carr	Joseph	Substitute Cleaner	N/A	\$10.00 per hour	02/14/17
5. Robertson	Megan	Substitute Food Service Helper	N/A	\$9.70 per hour	02/14/17
					Pending Fingerprint Clearance

HUMAN RESOURCES Personnel Agenda

February 13, 2017

P. EXTENDED SCHOOL DAY INSTRUCTOR RESIGNATION

	Last Name	First Name	Position	Effective Date
1.	Pickston	Corrie	ASP Instructor	01/02/17

Q. 21ST CENTURY PROGRAM STUDENT HELPER RESIGNATION

	Last Name	First Name	Position	Effective Date
1.	Bailey	Megan	ASP Student Helper	02/06/17

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.