

**Hudson City School District
Regular Board of Education Meeting
Monday, November 13, 2017 – 7:00 p.m.
Hudson Junior High School Library**

Minutes Meeting #9

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

CURRICULUM WORKSHOP: Hudson's new sixth-grade writing teacher, Anna Oleson-Wheeler, explained how she uses mindfulness in the classroom. She also described the Lucy Calkins Writing Program along with two of her students. Associate Principal, Alyssa Sabbatino, presented on Restorative Justice Practices and Professional Development Sessions.

PLEDGE OF ALLEGIANCE: The regular meeting was called to order by Carrie Otty at 7:00 p.m. following the Hudson Junior High School Curriculum Workshop. The following Board Members were in attendance:

PRESENT: Carrie Otty, Board President
Maria McLaughlin, Board Vice President
Willette Jones
Sage Carter
Noah Taylor (Student Representative)

ABSENT: David Kisselburgh
Sumayyah Shabazz
Linda Hopkins

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 President, Carrie Otty, made a motion to accept the board meeting agenda with the following changes:

- Move Curriculum Workshop to #1.
- Pull Consensus Agenda Item 15H
- Add "As amended" to Consensus Agenda Item 15N

Board Vice-President, Maria McLaughlin, seconded the motion.

Ayes – 4 Nays – 0

MOTION CARRIED

**STUDENT
REPRESENTATIVE
REPORT**

Student Representative, Noah Taylor, reported on the October activities of the Hudson High School student body:

- Rotary Students of the Month were Kyle Ublacker and Autumn Kudlack
- October 4, 2017 – Meet the Teacher/Report Card Conferences
- October 5, 2017 – Power of Peace returned
- October 11, 2017 – Financial Aid Workshop-Sponsored by the High School Guidance Department and the Class of 2019 Ring Ceremony
- October 17, 2017 – Hudson High School Mini College Fair with 20 to 30 colleges attending for student Grades 10 through 12
- October 19, 2017 – Creative Career Luncheon was held
- October 23, 2017 – Hispanic Heritage Monthly Dinner was held in the HS Cafeteria
- October 28, 2017 – Class of 2020 Craft Fair

Student Representative, Noah Taylor, then reported on the November activities of the Hudson High School:

- Rotary Students of the Month are Gillian Perry and Bryant Barrientos

Student Representative Report (continued):

STUDENT REPRESENTATIVE REPORT (continued)

- Positive Shout-outs: Treyvion DeJesus, Chanze Montayne, Amgad Saleh, and Dejah Beauford
- The Music Department is doing a Cinnabon Fundraiser through December 6th
- The Class of 2020 is selling Bluehawk magnets for \$5.00
- The 2018 Prom theme will be Mardi Gras/Masquerade
- November 7, 2017 – Student Council members collected election results from three stations in Hudson and reported them to Saint Rose, who then shared results with the media.
- November 14, 2017 – Creative and Career Luncheon with guest speaker Sage Carter, who discussed her background as a theater designer and manager of Hudson Hall. (Ms. Carter is also a BOE member.)
- November 16, 2017 – This is a half-day for Report Card Conferences. There will be two sessions of conferences. Student Council will be offering babysitting and helping to direct parents to teachers. Council members will also be collecting signatures for Driver's Education interest and selling baked goods at both sessions
- November 17, 2017 – Powder Puff Football Game
- Brianna Tsitsera (Grade 12) from the Hudson High School Music Department has been selected to attend the NYSSMA Area All State Festival November 17 and 18, 2017 at Taconic Hills High School in Craryville, NY. In order to be selected to participate in the festival, students were required to prepare and perform a solo for a NYSSMA judge, as well as sight read a short melody. The highest scoring music students in Dutchess, Putnam and Columbia Counties were selected to participate in this event. Students will participate in intense rehearsals on Friday afternoon (Nov. 17) and Saturday morning (Nov. 18). The concert will be on Saturday afternoon under the direction of conductors from around the Capital District and beyond county.
- Winter Sports started last week and first games begin in two weeks.
- November 21, 2017 – The editor of the Register Star is meeting with members of our school newspaper, The Owl, to discuss possible internships for students interested in a career.
- December 19, 2017 Hudson High School Winter Concert

Presentation: Dr. Maria Suttmeier, Superintendent, reviewed the outcome of 2016-2017 Targets and discussed new targets for 2017-2018. Dr. Suttmeier updated the Board on the status of the Vision 2020 Goals. More conversation about curriculum mapping will be scheduled into the school year to help further achieve targets.

DR. SUTTMEIER REVIEWS 2016-2017 AND 2017-2018 GOALS

Personnel Agenda: Board Vice President, Maria McLaughlin, made a motion to accept Personnel Agenda items A through M. Board Member, Willette Jones, seconded the motion.

PERSONNEL AGENDA

Ayes – 4 Nays – 0 MOTION CARRIED

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

Ayes – 3 Nays – 0 Abstained – Carrie Otty MOTION CARRIED

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

Ayes – 4 Nays – 0 MOTION CARRIED

Old Business:

OLD BUSINESS

A. Policy Committee

POLICY COMMITTEE

- i. First Reading of Policy 0100 Non-Discrimination and Equal Opportunity. A second reading and adoption will take place at a future meeting.
- ii. Review/Discussion of Policy 5300.27 Student Use of Electronic Devices – Policy 5300.27 will be incorporated into the Code of Conduct during the next annual review.

B. Audit Committee

AUDIT COMMITTEE

Business Administrator, Sharifa Carbon, gave an overview of the 2016-2017 External Audit (Financial Statements). Overall, it was a good audit with only four minor findings, which is improved from 2015-2016 audit, which had nine findings. Mr. Scott Preusser will present a full report to the Board at a later date.

**BUSINESS
ADMINISTRATOR
REPORT**

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

- New ESSA requirements are that we report expenditures by buildings. NYS has tabled the requirement for this year. ASBO will be making recommendations to the State very soon.
- The State requires reserve analysis and fund balance analysis on the Property Tax Report Card, which comes out in March. The Business Office is preparing for this.
- A closing on the Capital Project borrowing will take place on December 5, 2017.
- A Timeclocks upgrade will be happening in WinCap, that will include on-line leave requests.

**COORDINATOR OF
SCHOOL
IMPROVEMENT
REPORT**

Coordinator of School Improvement Report: Mrs. April Prestipino, Coordinator of School Improvement, reported that My Brother's Keeper will be presenting an Implicit Bias presentation in Albany. The Office of School Improvement hopes to bring the presentation to Hudson in the near future. Mrs. Prestipino will have more updates at the next meeting.

**SUPERINTENDENT
REPORT
CAPITAL PROJECT**

Superintendent's Report:

A. Capital Project Update –

- The new driveway at the High School is scheduled to open on November 20, 2017. Communication will go out to the public in different forms to be sure everyone is aware. Central Office staff and students will be using the new driveway/parking lot. Busses will continue the current route.
- Phase II is officially under way. Footings have been poured for the new addition at the MC Smith Intermediate School.

B. General Updates –

- The community partnership with Columbia Greene Community College continues with their nursing students shadowing our school nurses.
- Dr. Suttmeier has been asked by a family to review Policy 5152 (Non-Resident Students). The family was reportedly forced to move out of the District due to community concerns and has a senior and a freshman currently enrolled. Past practice has been to allow current seniors, who are in good academic standing finish their senior year in Hudson tuition-free. However, Dr. Suttmeier has been asked to consider allowing the freshman student to continue tuition-free as well. The family plans to return to the District in the future. At this time, Dr. Suttmeier will allow the freshman to remain at Hudson tuition-free until Christmas Break.

C. Celebrating What's Right –

- Marc Mero's "Champion of Choices" Assembly was a very powerful message about the importance of making positive life choices and how destructive choices can impact your life negatively. Thank you to Columbia Pathways to Recovery for bringing this message to our students and for their ongoing dedication.
- Dr. Suttmeier and Board Member, Willette Jones, attended the Raising Places Forum at Club Helsinki to participate in an ideas session on to make Hudson a better place for the youth.

No one signed up to speak in Public Forum.

**CONSENSUS
AGENDA**

Consensus Agenda: Board President, Carrie Otty, made a motion to accept consensus agenda items A through G. Board Member, Sage Carter, seconded the motion.

Ayes – 4 Nays – 0

MOTION CARRIED

**BOARD MEETING
MINUTES #8
CHANGE ORDER
#C0005**

- A. Be It Resolved, that the Board of Education approves Board Meeting Minutes #8, dated October 23, 2017, pages 3854 through 3858.
- B. Be It Resolved, that the Board of Education be aware of Change Order #C0005 for Shaker Flats in the amount of \$5,002.91 for the installation of steel tubing in concrete for delay of game clocks, as indicated on the attached.

Consensus Agenda (continued):

- C. Be It Resolved, that the Board of Education be aware of Change Order #C0006 for Shaker Flats in the amount of \$2,991.89 for the relocation of an existing storm line for the new HS entrance, as indicated on the attached.
- D. Be It Resolved, that the Board of Education approves Change Order #C0007 for Shaker Flats in the amount of \$22,859.58 for providing materials and labor for additional owner-requested work, as indicated on the attached.
- E. Be It Resolved, that the Board of Education approves Change Order #C0008 for Shaker Flats in the amount of \$2,995.01 for providing materials and labor for signage, as indicated on the attached.
- F. Be It Resolved, that the Board of Education approves the attached HCSD Professional Development Plan 2015-2018.
- G. Be It Resolved, that the Board of Education approves an emergency transportation contract for a family designated McKinney/Vento for the total estimated cost of \$4,185.00 from October 23, 2017 through November 21, 2017, as attached.

Board President, Carrie Otty, made a motion to accept consensus agenda items I through Q.
Board Vice President, Maria McLaughlin, seconded the motion.

Ayes – 4 Nays – 0

MOTION CARRIED

- H. Pulled
- I. Be It Resolved, that the Board of Education accepts the attached External Audit Report for the 2016-2017 school year as submitted by Raymond G. Preusser, CPA, and the corresponding corrective action plan.
- J. Be It Resolved, that the Board of Education accepts the attached Extracurricular Account Report for the 2016-2017 school year as submitted by Raymond G. Preusser, CPA.
- K. Be It Resolved, that the Board of Education approves the attached Side Letter of Agreement for the unpaid leave of absence for Gregory Almstead, teacher aide, for education reasons, from November 17, 2017 through April 15, 2018. (See Personnel Agenda #8.H.)
- L. Be It Resolved, that the Board of Education accepts a donation of a keyboard, stand and headphones, worth \$300.00, from Gordon Pratt, for the District music program.
- M. Be It Resolved, that the Board of Education approves the attached field trip request for sixth grade students to see The Nutcracker at Proctor's Theatre in Schenectady on December 1, 2017.
- N. Be It Resolved, that the Board of Education approves the attached proposal from T. Joseph O'Brien to provide an operational perspective consultation on how best to make limited food service production, storage, kitchen and servery space run most efficiently for the MCSIS cafeteria, for \$2,500.00 compensation, as amended.
- O. Be It Resolved, that the Board of Education approves the attached Consulting Agreement with the Center for Disability Services to provide observation and consultation for the educational needs of designated students with Down Syndrome at the rate of \$50.00 per hour, plus mileage at 53.5 cents per mile, with total compensation not to exceed \$1,000.00, effective November 14, 2017 through June 30, 2018.
- P. Be It Resolved, that the Board of Education declares as surplus equipment six portable stage platforms from Claverack and Greenport Schools that are no longer used by the district.
- Q. Be It Resolved, that the Board of Education arranges for placement of students with disabilities (CPSE/CSE meetings held on October 6, 11, 12, 17, 18, 19, 23, 27, 30, 2017).

**CONSENSUS
AGENDA
(continued)
CHANGE ORDER
#C0006
CHANGE ORDER
#C0007

CHANGE ORDER
#C0008
PROFESSIONAL
DEVELOPMENT
PLAN
TRANSPORTATION
CONTRACT**

**2016-2017
EXTERNAL AUDIT
REPORT & EXTRA-
CURRICULAR
ACCOUNT REPORT**

**TEACHER AIDE
SIDE LETTER OF
AGREEMENT**

DONATION

**FIELD TRIP
REQUEST**

**O'BRIEN
CONSULTANT
AGREEMENT**

**DISABILITY
SERVICES
CONSULTING
AGREEMENT**

SURPLUS

**CPSE/CSE
PLACEMENTS**

NEW BUSINESS

**RESIGNATION OF
BOARD MEMBER
DAVID
KISSELBURGH**

New Business: Board President, Carrie Otty, read the resignation of Board Member, David Kisselburgh. "It is with great disappointment that I David Kisselburgh submit this resignation of my seat on the Hudson City School Districts Board of Education. Life takes us in many different directions at times. With this said I find myself in a position that doesn't allow me an abundance of time both professional and personal. I would first like to thank the residents of the district for allowing me to serve in this capacity and secondly would like to say that our school district is in the best hands it could be with Dr. Maria Suttmeier, April Prestipino, and Sharifa Carbon. I also would like to compliment the current and past board members I have had the pleasure to work with. Every single one of them have had the district's best interest in mind. I wish everyone mentioned in this resignation the best of luck in their future endeavors and hope to maintain the friendships that we have developed. May God Bless all of you."

**NEW BUSINESS
(continued)**

New Business (continued):

Board President, Carrie Otty, made a motion to accept the resignation of Board Member, David Kisselburgh, with regrets. Board Member, Willette Jones, seconded the motion.

Ayes – 4 Nays – 0

MOTION CARRIED

A notice will go out to the public to accept letters of interest to fill the newly vacated seat.

No one signed up to speak in public forum.

**UPCOMING
MEETING DATES**

Upcoming Meeting Dates:

Board of Education Meetings –

BOE MEETINGS

- *Monday, November 20 at 6:00 p.m. - Board Retreat to discuss financial forecasting as it relates to contract negotiations. HHS Library/Executive Session*
- *Monday, November 27 at 6:00 p.m. – M.C. Smith Intermediate School Curriculum Workshop followed by Regular BOE Meeting at MCSIS Library*
- *Monday, December 18 at 6:00 p.m. - Hudson HS Curriculum Workshop followed by Special BOE Meeting at HHS Library*

**COMMITTEE
MEETINGS AND
EVENTS**

Committee Meetings/Community Events –

- *Friday, December 1, 3:00-4:00 p.m. - BOE Policy Committee Meeting at District Office*
- *A Facilities Committee Meeting will be scheduled.*

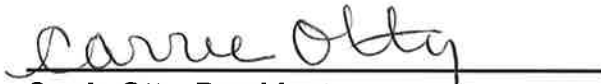
There was no need for Executive Session.

ADJOURNMENT

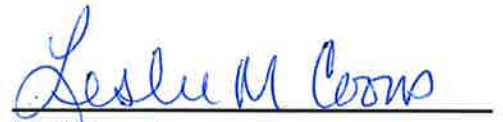
Adjournment: Board President, Carrie Otty, made a motion to adjourn the meeting at 9:05 p.m. Board Member, Willette Jones, seconded the motion. The meeting was adjourned.

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 13, 2017

8.

A. GRADUATE CREDITS

Teacher	Current Preparation	Name of Course	Credits	Remuneration
1. Clark, Jennifer	BS53MSED	Collective Book Knowledge Matters: Increasing Student Reading by Increasing Staff Book Knowledge	2	\$146.00
2. Dykeman, Lynn	BS44MSED	Collective Book Knowledge Matters: Increasing Student Reading by Increasing Staff Book Knowledge	2	\$146.00

B. IN-SERVICE CONTINUING EDUCATION UNITS*

Teacher	Current Preparation	Name of Course	Credits	Remuneration
1. Engel, Karen	BS47MS	The Carrie's Annual Educator's Night with David Wiesner	2 c.e.u.	\$0.00
2. McCloskey, Anna	BS61MS	Childhood Apraxia of Speech	6 c.e.u.	\$0.00
3. Van Slyke, Christina	BS40MSED	Columbia University Teacher's College Reading & Writing Workshop Reunion	6 c.e.u.	\$0.00

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

C. ELA/MATH ELT PROGRAM APPOINTMENTS

Last Name	First Name	Position	Location	Hours/Rate of Pay	Effective Dates	Notes
1. Rutkey	Kristin	ELA/Math Teacher	JLE	2 hours per week of instruction for approximately 10 weeks @ \$47/hr. and Prep time not to exceed 5 hours total @ \$42/hr.	Dates and times to be determined at building level	Funding via Title I Posting #100617-17
2. Monsell	Wendy	ELA/Math Teacher	JLE	2 hours per week of instruction for approximately 10 weeks @ \$47/hr. and Prep time not to exceed 5 hours total @ \$42/hr.	Dates and times to be determined at building level	Funding via Title I Posting #100617-17

D. HEAD COOK/CAFETERIA MANAGER APPOINTMENT

Last Name	First Name	Position	Type of Appointment	Location	Rate of Pay	Hours	Effective Date	Notes
1. Blair	Charlotte	Head Cook/Cafeteria Manager	10-month position with a probationary period of no more than 52 weeks	MCSIS or District-wide as needed	\$19.00 per hour	6.5 hours per day Monday-Friday	11/14/17	To replace Patricia Sacco Posting #N100517-25

E. TEACHING ASSISTANT APPOINTMENTS

Last Name	First Name	Position	Location	Type of Appointment	Tenure/Certification Area	Hours	Rate of Pay	Effective Dates	Notes
1. Reymundo	Magaly	Teaching Assistant	MCSIS	4-Year Probationary	Teaching Assistant/Teaching Assistant Level I	7 hours per day	\$15.90 per hour	10/19/17-10/18/21	To replace K. Keyser Posting #030817-42
2. Holze	Toni	Teaching Assistant	MCSIS	4-Year Probationary	Teaching Assistant/Teaching Assistant Level I	7 hours per day	\$15.90 per hour	10/27/17-10/26/21	To replace L. Brown Posting #072017-03

F. TEACHING ASSISTANT EFFECTIVE DATE ADJUSTMENT

Last Name	First Name	Position	Original Effective Dates	New Effective Dates
1.	Maiuri	4-Year Probationary Teaching Assistant	10/25/17-10/24/21	10/30/17-10/29/21

G. TEACHING ASSISTANT SALARY ADJUSTMENT

Last Name	First Name	Position	Current Salary	New Salary	Effective Dates	Notes
1.	Gerber	Teaching Assistant	\$16.19 per hour Level I Step 3	\$16.79 per hour Level III Step 3	10/24/17	Teaching Assistant Level III Certificate issued effective 10/24/17

H. TEACHER AIDE STAFF UNPAID LEAVE OF ABSENCE

Last Name	First Name	Position	Location	Effective Dates	Notes
1.	Almstead, Jr.	Teacher Aide	JLE	11/14/17-04/15/18	See Side Letter of Agreement in the Consensus Agenda #15.K.

I. TEACHER AIDE STAFF TERMINATION

Last Name	First Name	Position	Location	Effective Date
1.	Gonzalez	1:1 Teacher Aide	HJHS	10/30/17

J. RESCIND EXTRA-CURRICULAR ADVISOR APPOINTMENT

Last Name	First Name	Position	Location	Effective Date
1.	Doyle	Freshman Class Advisor	HSHS	10/18/17

HUMAN RESOURCES

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K. SCHOOL NURSE ADDITIONAL SUMMER WORK DAYS

Last Name	First Name	Position	Location	Original Summer Work Days Approved	Total Summer Days Worked	Effective Date	Notes
1.	Boucher	June	School Nurse	MCSIS	7 days	8.5 days	Summer 2017-2018 Need BOE approval for 1.5 days worked. (J. Wood did not work her summer hours, therefore, J. Boucher worked an extra 1.5 days to complete and update student files.)

L. SUBSTITUTE STAFF APPOINTMENTS

Last Name	First Name	Position	Certification	Rate of Pay	Effective Date
1.	Waldron	Michelle	Substitute Nurse	\$20.00 per hour	11/14/17
2.	Alessandra	Safina	Substitute Teacher	\$105.00 per day	11/14/17

M. SUBSTITUTE TEACHING ASSISTANT CERTIFICATION UPDATE

Last Name	First Name	Position	Current Certification	Current Rate of Pay	Updated Certification	Updated Rate of Pay	Effective Date
1.	Tyner	Joel	Substitute Teaching Assistant	Non-Certified	\$12.00 per hour	Certified Teaching Assistant Level I	\$14.17 per hour 10/23/17

N. REMOVE FROM SUBSTITUTE LISTS

Last Name	First Name	Position	Effective Date
1.	Carr	Sarah	Substitute Teacher 11/14/17
2.	Carter	Paul	Substitute Teacher 11/14/17
3.	Christian-Tipple	Joanna	Substitute Teaching Assistant 11/14/17
4.	Contreras	Juan	Substitute Teacher 11/14/17

HUMAN RESOURCES Personnel Agenda

November 13, 2017

5.	Hill	Victoria	Substitute Teacher	11/14/17
6.	Konderwisch	Krysta	Substitute Teacher	11/14/17
7.	Maloy	Patrick	Substitute Teacher	11/14/17
8.	Nilsson	Hertta	Substitute Teacher	11/14/17
9.	O'Reilly	Linda	Substitute Teaching Assistant	11/14/17
10.	Otty	Olivia	Home Instructor	11/14/17
11.	Placencia	Dion	Substitute Teacher	11/14/17
12.	Shepherd	Nathalie	Substitute Teaching Assistant	11/14/17
13.	Simmons	Andrea	Substitute Teacher	11/14/17
14.	Sohotra	Cathy	Substitute Teaching Assistant	11/14/17
15.	Strong	Susan	Substitute Nurse	11/14/17
16.	Zucker	Mollie	Substitute Teacher	11/14/17
17.	Holze	Toni	Home Instructor	11/14/17
18.	Reymundo	Magaly	Substitute Teaching Assistant	10/26/17
			Substitute Teacher	10/18/17
			Substitute Teaching Assistant	

O. AFTERSCHOOL PROGRAM TEACHER AIDE RESIGNATIONS

Last Name	First Name	Position	Effective Date
1. Nicholson	Theresa	1:1 Teacher Aide for the Afterschool Program	11/14/17
2. Tuczinski	Sandy	1:1 Teacher Aide for the Afterschool Program	11/24/17

P. EXTENDED SCHOOL DAY PROGRAM INSTRUCTOR APPOINTMENT

Last Name	First Name	Position	Rate of Pay (not to exceed 10 hrs. per wk.)	Effective Date	Notes
1. Robinson	Loretta	ASP Instructor	\$20.00 per hour	11/14/17	Funding via Extended School Day Grant

HUMAN RESOURCES

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Q. EXTENDED SCHOOL DAY PROGRAM INSTRUCTOR TERMINATION

	Last Name	First Name	Position	Effective Date
1.	Gonzalez	Angelica	ASP Instructor	11/14/17

R. EXTENDED SCHOOL DAY PROGRAM STUDENT HELPER RATE OF PAY INCREASE

	Last Name	First Name	Position	Current Rate of Pay	New Rate of Pay	Effective Date
1.	Williams	Kathy	ASP Student Helper	\$13.50 per hour	\$15.00 per hour	11/14/17

S. 21ST CENTURY PROGRAM STUDENT HELPER APPOINTMENTS

	Last Name	First Name	Position	Rate of Pay (not to exceed 25 hrs. per wk.)	Effective Date	Notes
1.	Thomas	Egypt	ASP Student Helper	\$9.70 per hour	11/14/17	Funding via 21 st Century Grant
2.	Gordon	Dayshawn	ASP Student Helper	\$10.00 per hour	11/14/17	Funding via 21 st Century Grant
3.	Wood	Keesha	ASP Student Helper	\$9.70 per hour	11/14/17	Funding via 21 st Century Grant

T. 21ST CENTURY PROGRAM STUDENT HELPER TERMINATION

	Last Name	First Name	Position	Effective Date
1.	Chance	Jessica	ASP Student Helper	11/14/17

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.