

HUDSON CITY SCHOOL DISTRICT
ANNUAL ORGANIZATIONAL BOARD OF EDUCATION MEETING
THURSDAY, JULY 2, 2015 – 5:30 P.M.
HUDSON HIGH SCHOOL LIBRARY

Minutes Meeting #1

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The Annual Organizational Meeting of the Hudson City School District was held on July 2, 2015 at the Hudson High School library, 215 Harry Howard Ave., Hudson, NY.

PLEDGE OF ALLEGIANCE

The meeting was called to order at 5:30 p.m. by Frieda Van Deusen, Clerk of the Board of Education.

PRESENT:

Tiffany Hamilton
Sage Carter
William Kappel
David Kisselburgh
Maria McLaughlin
Carrie Otty

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

Maria J. Suttmeier
April Prestipino
Frieda A. Van Deusen

Ms. Hamilton made a motion, seconded by Ms. Otty, that the Board of Education accepts the agenda with the following changes or additions:

AGENDA ACCEPTED

- Switch Agenda Items 4 and 5
- Add under New Business: B. Filling vacant board position
C. Business Journal Report on Test Ratings

Ayes – 5 Nays – 0 MOTION CARRIED

Frieda Van Deusen, Clerk of the Board, administered the Loyalty Oath to new Board Member Sage Carter.

LOYALTY OATH
BOARD MEMBER

Be It Resolved, that the Board of Education, on a motion by Ms. Hamilton, with a second by Mr. Kisselburgh, accepts the resignation of Peter A. Rice, Jr. as a member of the Board of Education effective June 30, 2015.

PETER A. RICE, JR.
RESIGNATION

Ayes – 6 Nays – 0 MOTION CARRIED

Nominations for President of the Board of Education were accepted by the Clerk of the Board. Maria McLaughlin was nominated for the Presidency on a motion Ms. Carter, with a second by Ms. Hamilton. David Kisselburgh was nominated for the Presidency on a motion by Ms. Otty, with a second by Mr. Kappel. There being no other nominations from the floor, nominations were closed and a vote was taken. Maria McLaughlin: Ayes-3 (T. Hamilton, M. McLaughlin, S. Carter) Nays-0, Abstentions-3 (D. Kisselburgh, W. Kappel, C. Otty)

NOMINATION AND
ELECTION OF BOARD
PRESIDENT

David Kisselburgh: Ayes-2 (D. Kisselburgh, C. Otty) Nays-0, Abstentions-4 (W. Kappel, S. Carter, T. Hamilton, M. McLaughlin)

Because there was no majority vote for either nominee, the Board asked that both Ms. McLaughlin and Mr. Kisselburgh state their reason for wanting to be President. A vote was then taken with Maria McLaughlin receiving a majority of votes and therefore elected as President.

Ayes – 5 Nays – 0 Abstentions – 1 Mr. Kisselburgh MOTION CARRIED

Frieda Van Deusen, Clerk of the Board, administered the Loyalty Oath to Ms. McLaughlin.

PRESIDENT’S OATH

NOMINATION & ELECTION BOARD VICE PRESIDENT Nominations for Vice President of the Board of Education were accepted by the Clerk of the Board. Tiffany Hamilton was nominated for the Vice Presidency on a motion by Ms. Carter, with a second by Ms. McLaughlin. David Kisselburgh was nominated for the Vice Presidency on a motion by Ms. Otty, with a second by Mr. Kappel. There being no other nominations from the floor, nominations were closed and a vote was taken. Mr. Kisselburgh received a majority of votes and therefore was elected Vice President.
Ayes – 5 Nays – 0 Abstentions – 1 Ms. Carter MOTION CARRIED

VICE PRESIDENT OATH Frieda Van Deusen, Clerk of the Board, administered the Loyalty Oath to Mr. Kisselburgh, Vice President.

President Maria McLaughlin then presided over the meeting.

OFFICERS APPOINTED Be It Resolved, that the Board of Education, on a motion by Ms. McLaughlin, with a second by Ms. Hamilton, appoints the following Officers for the 2015-2016 school year:
A. Clerk of the Board – Frieda A. Van Deusen
B. Deputy Clerk of the Board – Robert D. Yusko, Jr.
C. District Treasurer – Florence L. Stickles
D. Deputy Treasurer – Mary Jane Ames
E. Tax Collector – Florence L. Stickles
Ayes – 6 Nays – 0 MOTION CARRIED

LOYALTY OATH – CLERK OF THE BOARD President Maria McLaughlin administered the Loyalty Oath to the Clerk of the Board. The Board Clerk will administer the Oath to the Deputy Clerk of the Board, Treasurer, Deputy Treasurer and Tax Collector at a later date.

ANNUAL APPOINTMENTS Be It Resolved, that the Board of Education, on a motion by Ms. McLaughlin, with a second by Ms. Hamilton, appoints the following for the 2015-2016 school year:

School District Attorney – Rapport Meyers LLP - \$200/hr. (Attorneys)
Bond Attorney – Rodenhause Chale LLP - \$250/hr. (Partner), \$190-\$230/hr. (Associate & Counsel) and \$85-\$125/hr. (Legal Assistant/Clerk)
Labor Relations Attorney – Thomas, Drohan, Waxman, Petigrow & Mayle, LLP - \$200/hr. (Attorneys) and \$90/hr. (Paralegal)
Independent External Auditor – Raymond G. Preusser, CPA, PC
Internal Auditor – Michael T. Wolff, CIA Advisory Services
Claims Auditor – Heather Brown
Purchasing Agent – Robert D. Yusko, Jr.
Records Access Officer – Robert D. Yusko, Jr.
Records Management Officer – Robert D. Yusko, Jr.
District Representative to RCG Worker’s Compensation Consortium – Voting Member – Robert D. Yusko, Jr.
Title IX Compliance Officer – Mark Brenneman
Program Administrator of the Blood-borne Pathogens Exposure Control Plan - G. Keeler
District Emergency Coordinator – George Keeler
Safety and Health Designee – George Keeler
Asbestos (LEA) Designee – George Keeler
Americans with Disabilities Act (ADA) Coordinator – George Keeler
Public Access Defibrillation (PAD) Coordinator – George Keeler
EPA Lead-Based Paint Renovation, Repair, & Painting (RRP) Program Coord.- G. Keeler
Integrated Pest Management (IPM) Coordinator – George Keeler
Section 504 Compliance Officer – Kim Lybolt
Liaison for the Education of Homeless Children & Youth – Kim Lybolt
Medicaid Compliance Officer – Kim Lybolt
HIPAA Officer – Kelly McDonald
School District Insurance Consultant – First Niagara Risk Management, Inc.
School District Architect – Rhinebeck Architecture & Planning
Financial Consulting Services – Bernard P. Donegan, Inc.
Ayes – 6 Nays – 0 MOTION CARRIED

“RESOLVED on a motion by Ms. Otty, with a second by Ms. Hamilton, that the Bank of Greene Greene County, Hudson, New York and TD Bank, Hudson, New York be and they are hereby designated as the official depositories for school funds of this said District.”

OFFICIAL
DEPOSITORIES

THE BANK OF GREENE COUNTY, Hudson, NY

General Fund	Capital Renovation Money Market Account
Payroll Account	General Fund Money Market Account
Trust & Agency Fund	Retirement Reserve
School Food Service	Worker’s Compensation Reserve
Federal Fund	

TD BANK, Hudson, NY

Extra Classroom Activity Fund – Hudson High School
Extra Classroom Activity Fund – Hudson Junior High School

TD BANK, NATIONAL UNION BANK OF KINDERHOOK, FIRST NIAGARA BANK, KEYBANK OF NEW YORK, BANK OF NEW YORK MELLON, U.S. BANK, and M & T BANK may be used from time to time for investment or borrowing purposes depending on rates.

Ayes – 6 Nays – 0 MOTION CARRIED

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

EXECUTIVE SESSION

On a motion by Ms. McLaughlin, with a second by Ms. Hamilton, the Board of Education approves personnel agenda items 14 A-C, as attached.

PERSONNEL AGENDA
ITEMS 14 A-C

Ayes – 6 Nays – 0 MOTION CARRIED

Recognition and Welcome of New Staff – No recognition or welcome of new staff this evening.

RECOGNITION/
WELCOME

Old Business - No Old Business discussed.

OLD BUSINESS

Public Forum:

PUBLIC FORUM

Joseph Carr – Mr. Carr commented that he had attended the Hudson High School Graduation and he thought the ceremony was very nice and everything went very well.

Business Executive’s Report – Mr. Yusko was not in attendance this evening.

BUSINESS EXEC.
REPORT

Coordinator of School Improvement’s Report – No report given this evening.

CSI REPORT

Superintendent’s Report -

SUPT.’S REPORT

A. P-TECH Update – Supt. Suttmeier reported that work is continuing on writing the 7-year grant. If the district is awarded the grant, students will receive their High School Regents diploma in addition to an Associates Degree in Health Services at no cost to the student over a 6-year period. Deadline for the grant is 7/15/15 and we should know in September if we have been awarded the grant.

The Superintendent also mentioned that Jeanine Millar is working with the grant writers on the Carol White Physical Education Grant for up to \$750,000.

B. Bard Early College High School at The Bridge – Supt. Suttmeier reported that there is a delay at the new site for The Bridge program. They are hitting barriers at this point and are working out the details. Student capacity at the site will be 150.

C. Celebrating What’s Right –

1. High School Graduation Ceremony
2. Commended April Prestipino for a successful Professional Development held this past week as part of the Summer Institute

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

CONSENSUS AGENDA
ITEMS A-K

Ayes – 6

Nays – 0

MOTION CARRIED

Be It Resolved, that the Board of Education sets the date and time of the regular Board of Education meetings to be at 7:00 p.m. on the second and fourth Monday of the month unless otherwise determined by the Board.

DATE & TIME OF
BOARD MEETINGS

Be It Resolved, that the Board of Education authorizes the Projected Board of Education Meeting Schedule for the 2015-2016 school year, as attached.

BOARD MEETING
SCHEDULE 2014-15

Be It Resolved, that the Board of Education designates the Register Star and the Columbia Paper as the official newspapers for the Hudson City School District.

OFFICIAL
NEWSPAPERS

Be It Resolved, that the Board of Education authorizes the Superintendent to:

SUPERINTENDENT'S

- A. Certify payroll and per diem employees
- B. Approve attendance at professional conferences
- C. Approve budget transfers with Board approval
- D. Sign contracts with Board approval
- E. Apply for Grants in Aid (State and Federal)

“RESOLVED, That checks drawn on the Board of Education Account of the City School District at THE BANK OF GREENE COUNTY may be signed by the printed facsimile signature of the District Treasurer of the School District, with like force and effect as if said facsimile signature had been affixed by such officer manually, and that said bank is hereby authorized, empowered and directed to pay said checks so drawn and to charge the account of the School District, with like force and effect as if the said signature had been affixed by such officer, and be it RESOLVED, That said Bank shall not be liable for and that this School District does hereby waive any claim which it may have against said Bank, and does hereby agree to indemnify and save harmless said Bank from any liability, loss or damage incurred by it for paying or charging to the account of this School District any checks to which such facsimile signature is affixed, or by the use of any dies, devices, machinery or equipment used by the School District for that purpose.”

RESOLUTION FOR
SINGLE SIGNATURE

“RESOLVE, that this said District continues to use the following standard requirements set forth below which among others are outlined in the Regulations of the Commissioner of Education of the State of New York.

RESOLUTION FOR
STANDARD
REQUIREMENTS

A. Approved system of Treasurer's Receipts

B. An annual audit of the Treasurer's records either by Certified Public Accountant, independent or outside accountant, or by a committee of three members of the Board of Education other than the Clerk and the Treasurer.

C. Approved system of borrowing to meet fiscal responsibilities by the District Clerk and Board of Education President.”

Be It Resolved, that the Board of Education establishes the following Petty Cash funds for the 2015- 2016 school year:

PETTY CASH FUNDS

Senior High School – Antonio Abitabile, Principal	\$50.00
Junior High School – Derek Reardon, Principal	50.00
Intermediate School – Mark Brenneman, Principal	20.00
J. L. Edwards Primary School – Steven Spicer, Principal	20.00
Board of Education Office – Maria Suttmeier, Supt.	75.00
Coordinator of School Improvement – April Prestipino	25.00
School Business Executive Office – Robert D. Yusko, Jr.	50.00
Student Services Office – Kim Lybolt	50.00
Homeless Grant – Kim Lybolt	25.00

**NON-RESIDENT
TUITION RATES**

Be It Resolved, that the Board of Education adopts the following non-resident tuition rates for the 2015-2016 school year, as recommended by the Superintendent.

Grades K-6	\$ 5,565
Grades 7-12	\$ 9,307
Special Ed Student K-6	\$ 25,580
Special Ed Student 7-12	\$ 29,322

**BOARD'S
AUTHORIZATION**

Be It Resolved, that the Board of Education be authorized to attend conferences, conventions, workshops, etc., with designated expenses as approved on a per request basis by the Board.

**AUTHORIZATION
TO INVEST FUNDS**

Be It Resolved, that the Board of Education authorizes the Treasurer to invest District funds.

**POLICY MANUAL &
CODE OF ETHICS**

Be It Resolved, that the Board of Education adopts the Hudson City School District Policy Manual and the attached Code of Ethics for 2015.

**BOARD
COMMITTEES**

Be It Resolved, that the Board of Education, on a motion by Ms. McLaughlin, with a second by Ms. Otty, establishes the following Board Committees and appoints board members to each committee as listed below:

- A. Audit (3 members required) - Maria McLaughlin, Tiffany Hamilton, William Kappel
- B. Facilities - David Kisselburgh, Sage Carter
- C. Policy – Sage Carter, Maria McLaughlin, David Kisselburgh
- D. Budget – Carrie Otty, William Kappel

Ayes – 6

Nays – 0

MOTION CARRIED

**CONSENSUS AGENDA
ITEMS M-Z**

On a motion by Ms. Hamilton, with a second by Ms. McLaughlin, the Board of Education approves consensus agenda items M-Z, as follows:

Ayes – 6

Nays – 0

MOTION CARRIED

**U.S.G.S.A. PER DIEM
TRAVEL RATES**

Be It Resolved, that the Board of Education adopts the U.S. General Services Administration Per Diem Rates for New York, as attached, for reimbursable lodging and meal charges, including gratuities, for persons traveling for district-related business.

**MILEAGE
REIMBURSEMENT**

Be It Resolved, that the Board of Education establishes the mileage reimbursement rate, in accordance with IRS, of .575 cents/per mile effective July 1, 2015 through December 31, 2015.

**BOARD MINUTES #23
APPROVED**

Be It Resolved, that the Board of Education approves Board Meeting Minutes #23, dated June 22, 2015, pages 3585-3588.

**NEEDHAM RISK
CONSULTING
AGREEMENT
APPROVED**

Be It Resolved, that the Board of Education approves a Consulting Agreement, as attached, with Needham Risk Management Resource Group, LLC, at a monthly cost of \$2,600.00 (\$130.00 monthly increase), effective July 1, 2015 through June 30, 2016, to assist us in the maintenance of the health and safety program at the District.

**IMPARTIAL
HEARING OFFICERS**

Be It Resolved, that the Board of Education approves the attached list of Impartial Hearing Officers for the 2015-2016 school year.

**BOARD REPS. -
HEARING OFFICER**

Be It Resolved, that the Board of Education, pursuant to §200.5 of the Regulations of the Commissioner of Education, hereby delegates the Board President, or in the absence of the Board President, the Vice President, as the representative of the Board who can appoint an Impartial Hearing Officer in the event such a hearing is requested by the parent of a student with a disability.

TAX WARRANT

Be It Resolved, that the Board of Education approves the 2015-2016 Tax Warrant, as attached.

Be It Resolved, that the Board of Education approves the purchase of 30 textbooks for the A.P. Environmental Science course, as attached, at a cost of \$3,950.00.

A.P. ENVIRONMENTAL
SCIENCE TEXTBOOKS

Be It Resolved, that the Board of Education approves the attached Amendment to Employment Contract of Terry Harclerod regarding the carry-over from 2014-2015 to 2015-2016 of unused vacation days.

T. HARCLEROD
CONTRACT AMENDED

Be It Resolved, that the Board of Education approves the attached Amendment to Employment Contract of William Clark, Jr. regarding the carry-over from 2014-2015 to 2015-2016 of unused vacation days.

W. CLARK, JR.
CONTRACT AMENDED

Be It Resolved, that the Board of Education approves a Consultant Agreement, as attached, between Columbia Opportunities, Inc. and the Hudson City School District to provide parent involvement/engagement services through Hudson Family Literacy Program at a cost of \$3287.50 per workshop, for a total of \$6575.00.

COLUMBIA OPPOR.
CONSULTANT
AGREEMENT

Be It Resolved, that the Board of Education approves a Consultant Agreement with Scott A. Pregont, M.D., as the district's school physician, effective July 1, 2015 through June 30, 2016 at the rate of \$1416.67 per month.

SCOTT PREGONT
SCHOOL PHYSICIAN

Be It Resolved, that the Board of Education rescinds a resolution adopted at the June 22, 2015 Board of Education Meeting regarding Education Law 1709.

RESCINDS
RESOLUTION

Be It Resolved, that the Board of Education arranges for placement of students with disabilities (CSE and CPSE meetings held on March 26, April 1, 21, 28, 30, May 4, 6, 7, 12, 14, 18, 20, 26, 27, June 1, 15, 17, 19, 2015)

CSE & CPSE
PLACEMENTS

New Business – A. NYSSBA 96th Annual Convention & Education Expo – October 18-20, 2015
The Superintendent spoke about the NYSSBA Convention indicating that she would be attending and encouraged Board Members to attend. Both Maria McLaughlin and Sage Carter indicated that they would be attending. Board Members are asked to notify the Board Clerk if they will be attending.

NEW BUSINESS

B. Filling Vacant Board Position – It was decided by the Board that they would appoint someone to fill the vacant position. A press release would be sent to the newspapers and information put on our website regarding the vacancy. Anyone interested should send a letter of interest to the Board Clerk and the candidates will be asked to attend our July 27, 2015 Board Meeting to speak to the Board and the Board will make their decision at the July 27th meeting.

C. Business Journal Report – Discussion was held in regard to an article in the Business Journal pertaining to test score ratings. The Board discussed holding a Public Forum as soon as possible this summer to address concerns and gather input from the public.

BOE Meetings:
Monday, July 27 – Regular Board Meeting at 7 p.m. – JRHS Library

UPCOMING MEETING
DATES

Committee Meetings:
Policy – Monday, July 6 – 4p.m. at District Office – POSTPONED TO WEEK OF JULY 13TH

On a motion by Ms. Hamilton, with a second by Ms. McLaughlin, the Board of Education went into Executive Session at 7:20 p.m. to discuss contract negotiations.

EXECUTIVE SESSION

Ayes – 6 Nays – 0 MOTION CARRIED

The Board of Education came out of Executive Session at 8:33 p.m. on a motion by Ms. Hamilton, with a second by Mr. Kappel.

Ayes – 6 Nays – 0 MOTION CARRIED

ADJOURNMENT

On a motion by Ms. Hamilton, with a second by Ms. Carter, the Board of Education meeting was adjourned at 8:33 p.m.

Ayes – 6 Nays – 0

MOTION CARRIED

A. INSTRUCTIONAL STAFF APPOINTMENT

	Last Name	First Name	Position	Location	Type of Appointment	Certification/Tenure Area	Type of Certificate	Salary Schedule	Base Salary	Effective Date	Notes
1.	Galeano	Kerry	1.0 FTE ESL Teacher	HSHS	4-Year Probationary	English to Speakers of Other Languages/ESL	Professional	MA Step 3 2013-14 rate pending negotiations	\$45,135	9/01/15-8/31/19	New Position, Posting #040115-39

B. DEPARTMENT CHAIR K-12 APPOINTMENTS 2015-16 STIPEND CORRECTION

	Last Name	First Name	Position	Stipend	Corrected Stipend	Effective Date
1.	Boucher	June	Health Services Co-Chair	\$1,199.00	\$1615.67	2015-2016 school year
2.	Groll	Joan	Health Services Co-Chair	\$1,199.00	\$1615.67	2015-2016 school year
3.	Geer	Pierpont	Health Services Co-Chair	\$1,199.00	\$1615.67	2015-2016 school year

C. SUPPORT STAFF APPOINTMENT

	Last Name	First Name	Position	Location	Hours	Stipend	Effective Date
1.	Francis	Wayne	Stage Lighting Technician	HJSHS/MCSIS	As Needed	\$25.00 per hour	2015-2016 school year

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.**