

**Hudson City School District  
Regular Board of Education Meeting  
November 23, 2015 - 6:00 p.m.  
Junior High School Library**

**Minutes Meeting #10**

**Page 3627**

The regular meeting of the Hudson City School District Board of Education was held on November 23, 2015 at the Junior High School Library, 215 Harry Howard Avenue, Hudson, NY.

**PLEDGE OF ALLEGIANCE**

The meeting was called to order by Board President Maria McLaughlin at 6:00 p.m. with the following Board Members in attendance:

- |                      |                                                                                                |
|----------------------|------------------------------------------------------------------------------------------------|
| <b>PRESENT:</b>      | Maria McLaughlin<br>Carrie Otty<br>Tiffany Hamilton<br>William Kappel, III<br>Sumayyah Shabazz |
| <b>Late Arrival:</b> | David Kisselburgh (arrived at 6:02)<br>James Chaplin, Student Representative (arrived at 7:00) |
| <b>ABSENT:</b>       | Sage Carter                                                                                    |

- |                      |                                                                           |                                                                                  |
|----------------------|---------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <b>ALSO PRESENT:</b> | Superintendent<br>Coordinator of School Improvement<br>Clerk of the Board | Dr. Maria Lagana Suttmeier<br>April Prestipino<br>Leslie Coons (arrived at 6:30) |
|----------------------|---------------------------------------------------------------------------|----------------------------------------------------------------------------------|

Maria McLaughlin made a motion, seconded by William Kappel, that the Board of Education accepts the Board Agenda with the following amendments:

**AGENDA  
ACCEPTED**

- Add Personnel Agenda to the Board Packet (Item 15A).
  - Add hand carry to Personnel Agenda (Items 8L and 8M)
  - Add hand carry to Consensus Agenda (Item 15U)
- Ayes – 4    Nays – 0    Abstained – 1 (David Kisselburgh)

**MOTION CARRIED**

The Curriculum Workshop commenced at 6:03 p.m. in Jr. HS Room E-201B and included the following:

**CURRICULUM  
WORKSHOP**

- Rtl (Response to Intervention) Presentation
- ELT (Extended Learning Time) Discussion
- Language Live

The Board of Education meeting resumed at 7:08 p.m.

**Student Representative Report:** James Chaplin reported to the board on the activities of the student body at the High School. Report card conferences were held last Thursday. Half of the student body parents attended. Scrub Club will meet on December 3, 2015. Robotics club had a pancake breakfast. Yearbook Club is accepting ads. Anyone interested in putting an ad in the yearbook should contact Mrs. Abitable. The Class of 2016 paid the fees so the Senior class can have their names on their yearbook. The November Edition of The Owl Newspaper is available online. PBI will hold a luncheon on December 1, 2015. Student Council has arranged for Kevin Heartly, hypnotist, to perform again on March 18, 2016. Student Council also continues to work having equal student representation.

**STUDENT  
REPRESENTATIVE  
REPORT**

**PRESENTATIONS** Presentations:

- Dr. Gladys Cruz, Questar III District Superintendent explained the New York State Assessments and Common Core with the aid of a power point presentation. Dr. Cruz encouraged the audience and Board Members to complete the survey on the Common Core Standards at [www.nysed.gov/AIMHighNY](http://www.nysed.gov/AIMHighNY). Since it is such a lengthy survey, Dr. Cruz suggested focusing on just one grade level or area of the survey.
- Superintendent Suttmeier presented a power point on the proposed Capital Project, which detailed the district's declining enrollment and financial considerations, as well as the benefits of cohesion, continuity of programming and shared resources. Once the SEQR review is complete, the Board will be asked to vote on going forward with a Referendum Vote, which is planned for February 9, 2016.

James Chaplin, Student Board Member, left at 8:38 p.m.

**EXECUTIVE SESSION**

There was no need for early executive session.

**PERSONNEL AGENDA**

Maria McLaughlin made the motion to accept Personnel Agenda items A through M. Carrie Otty seconded the motion.

Ayes – 6

Nays – 0

**MOTION CARRIED**

**WELCOME NEW STAFF**

There was no new staff present to be recognized.

**OLD BUSINESS**Old Business:

- Facilities Committee – The committee member David Kisselburgh informed the board that the committee understands the severity of the JLE congestion. A meeting was held, but there is no resolution yet. Board Member Kisselburgh stated there has to be a collaborative effort between the District and the City, as responsibility falls to the City in regards to a crossing guard, signage, etc. Communication will continue and the committee will keep the Board informed.
- Policy Committee – Committee member Maria McLaughlin informed the Board that the committee is still planning the next meeting date.
- Budget Committee – Committee member David Kisselburgh informed the Board that no meeting is planned.
- Audit Committee – Committee member Maria McLaughlin informed the Board that a meeting is planned for December 14, 2015 at 5 p.m. in the HHS District Conference Room to review the external audit, which will be presented to the Board later in the regular board meeting for acceptance.
- HS Student Trips to Europe Planned for April 2016 – Superintendent Suttmeier expressed the concern for the current state of global affairs and how it may relate to the District exchange program plans for traveling abroad. Superintendent Suttmeier referenced Policy 4531 and stressed that all protections must be set forth for our students and strictly followed.

**PUBLIC FORUM**Public Forum:

- Anna Barletta, HHS Italian Teacher, addressed the Board's concerns regarding the trip to Italy. Ms. Barletta stressed she would cancel the trip if the situation did not improve in Europe. The travel agency (EF Tours) is very reputable and would issue vouchers for future travel if the need arises. The vouchers are transferrable.
- Don Dolan, parent, states his daughter and son are planning to travel with the class and his other child previously went on the trip. He feels as long as common sense is used the trip should continue.
- Ed Gower, parent, states his daughter is planning on going in April. Mr. Gower puts a lot of trust in Ms. Barlotta. "Cancelling now makes the terrorists win."

**Public Forum (continued):**

- Amparo Gazzera, HHS Teacher, also expressed that the students' safety is her first priority. Her group remains together for the entire trip and she would make sure each student has contact information for each other, as well as the American Embassy and other emergency information. However, at this time, it is too soon to make the decision to cancel the trip. If the time comes, she will leave the decision up to the parents and students. There is a 90-day cancellation policy to get a refund from Delta Airline.
- Ricardo Wise, former student, went abroad on the Spanish trip two years ago. He commented he would still go on the trip, as the students may not get another opportunity. He felt he had a once-in-a-lifetime opportunity to go with school.
- Board President Maria McLaughlin responded that the Board respects the individual parents' perspective and trusts the teachers' judgment.
- Superintendent Suttmeier again reiterated that safeguards will be put in place ahead of time to protect the students.

**PUBLIC FORUM  
(continued)**

No Business Executive report was given.

**BUSINESS  
EXECUTIVE  
REPORT****School Improvement Report:**

- Poverty Simulation – Ms. Prestipino, Coordinator of School Improvement, reported that on November 19, 2015 a Poverty Simulation was held in the MC Smith Cafeteria for the District Professional Development half-day. There were 26 different family units and collateral community units between teachers, support staff, board members and administrators. Every 15 minutes simulated a week in a family's life with real-life stressors such as payment deadlines and eviction notices. It was a thought provoking experience for many. The next simulation will be December 16, 2015.
- Parent Engagement Night – The first Parent Engagement Night took place on November 17, 2015 for kindergarten and first grade. Ten parents attended. Second grade will be held on November 24, 2015. Third and fourth grades will be held on November 30, 2015. Light dinner and childcare will be provided again.

**SCHOOL  
IMPROVEMENT  
REPORT****Superintendent's Report:**

- Vision 2020 Goals – Board members were invited to edit Board Goals via Google Drive. Superintendent Suttmeier asked the Board to commit to something in writing by December 14, 2015.
- NYS Association of Small City School Districts' Press Conference – Superintendent Suttmeier had the opportunity to attend the conference with Assembly Members, Didi Barrett and Anthony Brondisi, and speak on behalf of Small City School Districts and the Small City Successful Schools Act. This Act lobbies for more financial assistance for small city school districts, which currently are funded like low and average needs districts. If the bill passes, it would mean approximately \$600,000 more for our district. The Act is being co-sponsored by several other assembly members including Didi Barrett and a couple who have served on Boards of Education.
- Celebrating What's Right – Superintendent Suttmeier attended an Eagle Scout Ceremony on Saturday for HCSD High School Student, Connor McCagg. Connor inductee project was to build the dugouts for our campus. Superintendent Suttmeier had the opportunity to speak at Connor's inductee ceremony. Connor was the 349 Eagle Scout to be inducted since 1920. The Board suggested a plaque be made and hung on the dugouts in honor of Connor building them for the District.
- Curriculum Workshops – The Board has been holding Curriculum Workshops. December 14 will be the last workshop, which will be at the High School. Beginning in January there will be a summary discussion about what was learned.

**SUPERINTENDENT  
REPORT**

**CONSENSUS  
AGENDA**

Maria McLaughlin made the motion to approve consensus agenda items A through K.

Tiffany Hamilton seconded the motion.

Ayes – 6

Nays – 0

**MOTION CARRIED**

- A. Be It Resolved, that the Board of Education approves Board Meeting Minutes #9, dated November 9, 2015, pages 3623-3625.
- B. Be It Resolved, that the Board of Education accepts a donation, as attached, from Lance and Lorraine Dellavechia for the McKinney-Vento Kindness Closet.
- C. Be It Resolved, that the Board of Education appoints Sharifa Buckmon Carbon, School District Business Leader, to the following positions, effective December 3, 2015:
  1. Records Access Officer
  2. Records Management Officer
  3. District Representative to RCG Worker's Compensation Consortium – Voting Member
  4. Deputy Clerk of the Board of Education
- D. Be It Resolved, that Antonio Abitabile, Mark Brenneman, Stephanie Forsyth, Robert LaCasse, Jr., Kim Lybolt, Ian MacCormack, April Prestipino, Derek Reardon, and Steven Spicer are hereby certified as a Qualified Lead Evaluator of teachers, having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b), including:
  1. The New York State Teaching Standards and their related elements and performance indicators/the Leadership Standards and their related functions;
  2. Evidence-based observation techniques that are grounded in research;
  3. Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
  4. Application and use of the State-approved principal rubric selected by the Hudson City School District (HCSD) for use in the evaluations of teachers, including training on the effective application of such rubrics to observe a teacher's practice;
  5. Application and use of the assessment tools that the HCSD utilizes to evaluate its teachers, including, but not limited to, administrative notes, correspondence with parents and colleagues, records of professional interactions, student feedback, student work, student academic and discipline records, professional communication, news or media reports, attendance records, professional growth goals, building improvement goals, state and local assessment data;
  6. Application and use of the State-approved locally selected measures of student achievement used by HCSD to evaluate its principals;
  7. The scoring methodology utilized by the Department and the HCSD to evaluate a teacher under 8 NYCRR Subpart 30-2, including:
    - a) How scores are generated for each subcomponent and the composite effectiveness score of teachers, and
    - b) Application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of teachers and their subcomponent ratings; and
    - c) Specific considerations in evaluating teachers of English language learners and students with disabilities.

**CONSENSUS  
AGENDA  
(continued)**

This certification has been issued in accordance with the process for certifying lead evaluators described in the HCSD's annual professional performance review plan.

E. Be It Resolved, that Maria Suttmeier is hereby certified as a Qualified Lead Evaluator of building principals, having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b), including:

1. The New York State Teaching Standards and their related elements and performance indicators/the Leadership Standards and their related functions;
2. Evidence-based observation techniques that are grounded in research;
3. Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
4. Application and use of the State-approved principal rubric selected by the Hudson City School District (HCSD) for use in the evaluations of building principals, including training on the effective application of such rubrics to observe a building principal's practice;
5. Application and use of the assessment tools that the HCSD utilizes to evaluate its building principals, including, but not limited to, administrative notes, correspondence with parents and colleagues, records of professional interactions, professional communication, news or media reports, attendance records, professional growth goals, building principals improvement goals, state and local assessment data;
6. Application and use of the State-approved locally selected measures of student achievement used by HCSD to evaluate its principals;
7. The scoring methodology utilized by the Department and the HCSD to evaluate a building principal under 8 NYCRR Subpart 30-2, including:
  - a) How scores are generated for each subcomponent and the composite effectiveness score of building principal, and
  - b) Application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of principals and their subcomponent ratings; and
  - c) Specific considerations in evaluating building principals of English language learners and students with disabilities.

This certification has been issued in accordance with the process for certifying lead evaluators described in the HCSD's annual professional performance review plan.

- F. Be It Resolved, that the Board of Education amends the 2015-2016 district calendar by designating Monday, January 25, 2016 as a testing day, as attached.
- G. Be It Resolved, that the Board of Education approves the attached international field trip request for high school Italian students to visit Italy April 23-May 1, 2016.
- H. Be It Resolved, that the Board of Education approves, as attached, the 2016-2017 Budget Development Timeline.
- I. Be It Resolved, that the Board of Education accepts, as attached, the Hudson Senior High School Extra-Curricular Account Monthly Financial Report for the month of October 2015.
- J. Be It Resolved, that the Board of Education accepts, as attached, the Hudson Junior High School Extra-Curricular Account Monthly Financial Report for the month of October 2015.
- K. Be It Resolved, that the Board of Education arranges for placement of students with disabilities (CSE and CPSE meetings held on October 14, 19, 28, November 5, 6, 9, 10, 12, 13, 17, 18, 2015).

**NEW BUSINESS**

**New Business:**

- Board Member Tiffany Hamilton will be resigning as Board Member as she is the incumbent City Mayor. Ms. Hamilton will be taking her Oath on January 1, 2016. The Board has to decide how to fill the vacated Board seat. There are three options: 1) Leave the seat vacant until the Budget Election in May, 2) Appoint someone, 3) Accept petitions to elect someone in conjunction with the upcoming referendum vote on February 9, 2016.
- Board Member Hamilton had a conversation with Chief Moore who expressed an interest in having officers visit the Bridge program on a regular basis to build relationships with the students. Coordination would have to be worked out between Superintendent Potter and the Hudson Police Department, as the Bridge Program is a Berkshire Farm Program. Superintendent Suttmeier will approach Superintendent Potter with this idea.
- Assemblywoman Didi Barrett will be holding a roundtable discussion on December 11, 2015 from 4 to 5:30 p.m. to discuss new visions for public schools. Each district is invited to have one board member and/or colleague to accompany the superintendent. Board Members should RSVP to Superintendent Suttmeier by December 3, 2015.

**PUBLIC FORUM**

**Public Forum:** James Carr congratulated Board Member Hamilton on her election as City Mayor. Mr. Carr also asked the superintendent to send Connor McCagg best wishes on his induction to the Eagle Scouts, and express that his efforts are appreciated.

**UPCOMING MEETING DATES**

**Upcoming Meeting Dates:**

Board of Education Meetings:

- Monday December 14, 2015 – Curriculum Workshop – 6:00 p.m. at the Hudson High School Library followed by the Special Board of Education Meeting at 7 p.m.
- Monday, January 11, 2016 – Regular Board of Education Meeting – 7 p.m. at the Hudson High School Library.

**Committee Meetings/Community Events:**

- Monday, December 14, 2015, Audit Committee Meeting, 5 p.m. in the Hudson High School District Conference Room.
- Policy Committee Meeting will be announced.

**EXECUTIVE SESSION**

Maria McLaughlin made the motion to enter into Executive Session at 9:28 p.m. for the purpose of discussing the employment history of a particular person, discuss Administrative unit negotiations and discuss the Superintendent’s mid-year evaluation. No Board action will follow the executive session. Tiffany Hamilton seconded the motion.

Ayes - 6                      Nays - 0                      **MOTION CARRIED**

Maria McLaughlin made the motion to come out of Executive Session at 10:14 p.m. William Kappel seconded the motion.

Ayes - 6                      Nays - 0                      **MOTION CARRIED**

**ADJOURNMENT**

Maria McLaughlin made the motion to adjourn the meeting at 10:15 p.m. Carrie Otty seconded the motion.

Ayes - 6                      Nays - 0                      **MOTION CARRIED**

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**Maria McLaughlin, President**  
Board of Education

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

# HUMAN RESOURCES

## Personnel Agenda

November 23, 2015

8.

### A. NEMO MENTOR APPOINTMENT

Mentor	New Teacher	New Teacher Assignment	Stipend	Effective Date	Notes
1. Julia Coryell	Elizabeth Krizar	JHS Social Studies	\$600	11/16/15-06/30/16	Per regulations, the district is responsible to provide mentoring to new teachers

### B. GRADUATE CREDITS

Teacher	Current Preparation	Name of Course	Credits	Remuneration
1. Bender, Laura	BA38MS	Seminar for HS Educators on Business and Financial Responsibility	1	\$73.00
2. Canarozzi-Van Slyke, Christina	BS39MSED	Effective Co-Teaching Strategies (3 c.e.u. + 12 c.e.u. prior approval)	1*	\$73.00
3. Dougherty, Victoria	BS48MA	NYS Association of Family and Consumer Science Educators Capital District South PD (9 c.e.u. + 6 c.e.u. prior approval)	1*	\$73.00
4. Roehr, Judith	BA62MLS	Cool Tools for Schools 2014-2015 (16.5 c.e.u. + 13.5 c.e.u. prior approval)	2*	\$146.00

### C. IN-SERVICE CONTINUING EDUCATION UNITS\*

Teacher	Current Preparation	Name of Course	Credits	Remuneration
1. Bender, Laura	BA38MS	Seminar for HS Educators on Business and Financial Responsibility	5 c.e.u.	\$0.00
2. Canarozzi-Van Slyke, Christina	BS39MSED	Effective Co-Teaching Strategies	3 c.e.u.	\$0.00
3. Roehr, Judith	BA62MLS	Cool Tools for Schools 2014-2015	3.5 c.e.u.	\$0.00

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

# HUMAN RESOURCES

## Personnel Agenda

November 23, 2015

### D. SCHOOL NURSE RESIGNATION

Last Name	First Name	Position	Location	Effective Date
1. Groll	Joan	School Nurse	HJSHS	11/27/15

### E. CREATE TEACHER AIDE POSITION

Position	Location	Hours	Rate of Pay	Notes
1. 1:1 Teacher Aide	JLE	6.25 hours per day	\$9.00 per hour	To meet the required mandates on student's IEP

### F. TEACHER AIDE RESIGNATION

Last Name	First Name	Position	Location	Effective Date
1. Jennings	Nicole	1:1 Teacher Aide	JLE	Close of business 11/17/15

### G. FOOD SERVICE STAFF LEAVE OF ABSENCE

Last Name	First Name	Position	Location	Effective Dates	Notes
1. Sacco	Patricia	Kitchen Manager	MCSIS	11/12/15-12/31/15	Unpaid LOA

### H. SUBSTITUTE STAFF APPOINTMENTS

Last Name	First Name	Position	Certification	Rate of Pay	Effective Date
1. Bradshaw	Lee	Substitute Teacher	Not Certified	\$70.00 per day	11/24/15
2. Ludwig	Dianne	Substitute Teaching Assistant	Not Certified	\$10.83 per hour	11/24/15
3. Tran	Phuong	Substitute Teaching Assistant	Not Certified	\$10.83 per hour	11/23/15



# HUMAN RESOURCES

## Personnel Agenda

November 23, 2015

### I. LONG TERM SUBSTITUTE APPOINTMENT

Last Name	First Name	Position	Location	Rate of Pay	Effective Dates	Notes
1. Tran	Phuong	Long Term Substitute AIS Math Teacher	JHS	\$70.00 per day; \$80.00 per day after 20 days	11/23/15-December, 2015 (tentative end date)	To cover teacher's maternity leave. Posting #092215-74

### J. EXTRA-CURRICULAR SPORTS APPOINTMENTS\*

Last Name	First Name	Position	Season	Stipend	Effective Date
1. Albright	David	Girls' JV Basketball Coach	Winter	\$3598.00	2015-2016 school year
2. Markowitz	Steven	Boys' Modified Baseball Coach	Spring	\$2623.00	2015-2016 school year
3. Boves	Kevin	Boys' Varsity Baseball Coach	Spring	\$3747.00	2015-2016 school year
4. Ward	Kenneth	Boys' JV Baseball Coach	Spring	\$2996.00	2015-2016 school year
5. Hunter	Mary	Girls' JV Softball Coach	Spring	\$2996.00	2015-2016 school year
6. Qua	Al	Boys' Varsity Tennis Coach	Spring	\$3369.00	2015-2016 school year
7. Connor, Jr.	John	Girls' Varsity Track Coach	Spring	\$3747.00	2015-2016 school year

### K. 21<sup>ST</sup> CENTURY AFTERSCHOOL PROGRAM AIDE APPOINTMENTS

Last Name	First Name	Position	Location	Hours/Rate of Pay	Effective Date	Notes
1. Dempsey	Glenda	ASP 1:1 Teacher Aide	JLE	Approximately 3 hrs. per day @ \$12.50 per hr. or hourly contractual rate (only when student is present at program)	11/25/15	Funding via 21 <sup>st</sup> Century Grant
2. Khatun	Hamida	ASP 1:1 Teacher Aide	JLE	Approximately 3 hrs. per day @ \$12.50 per hr. or hourly contractual rate (only when student is present at program)	11/25/15	Funding via 21 <sup>st</sup> Century 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