

**Hudson City School District  
Special Board of Education Meeting  
December 14, 2015 - 6:00 p.m.  
Hudson Senior High School Library**

**Minutes Meeting #11**

**Page 3633**

A special meeting of the Hudson City School District Board of Education was held on December 14, 2015 at the Hudson Senior 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 Carrie Otty Tiffany Hamilton William Kappel, III Sumayyah Shabazz
<b>Late Arrival:</b>	Sage Carter (arrived at 6:06)

<b>ABSENT:</b>	David Kisselburgh James Chaplin
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<b>ALSO PRESENT:</b>	Superintendent Coordinator of School Improvement Clerk of the Board School Business Administrator	Dr. Maria Lagana Suttmeier April Prestipino Leslie Coons (arrived at 6:30) Sharifa Carbon
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Maria McLaughlin made a motion, seconded by Tiffany Hamilton, that the Board of Education accepts the Board Agenda with the following amendments:

- Add Scott Preusser to Presentation/Recognition (Item 6) to review the District's External Audit
  - Replace Consensus Agenda Items 16D-F with edited versions
  - Add Consensus Agenda Item 16M
- Ayes – 5    Nays – 0

**AGENDA  
ACCEPTED**

**MOTION CARRIED**

The Curriculum Workshop commenced at 6:03 p.m. in HS Tech Wing Room T-113 and included the following:

- 3D Printing – Jack Beyer
- Instructional Shifts in High School Math – Math Department
- New English As A New Language (ENL) Regulations – Carissa Joy and Kerry Galeano

**CURRICULUM  
WORKSHOP**

The Board of Education meeting resumed at 7:16 p.m.

**Student Representative Report:** James Chaplin was not present to give the student representative report.

**STUDENT  
REPRESENTATIVE  
REPORT**

Board Member William Kappel rejoined the meeting at 7:20 p.m.

**PRESENTATIONS**    Presentations:

- Scott Preusser, of Raymond G. Preusser, CPA, P.C., gave an overview on the District’s external financial audit and extra-classroom report. Mr. Preusser stated that the audits showed that the District’s financial health has improved. The District has reserves, in part because of spending less than budgeted and saving on employee benefits. The school lunch program is self-sufficient, which Mr. Preusser pointed out was a benefit to the District, as many Districts do not have self-sufficient programs. Mr. Preusser also reminded the Board of the importance of looking ahead two to three years when preparing the annual budget. “Overall,” he stated, “the District is in better shape than it was a few years ago.”
- John Sharkey, of Rhinebeck Architect, and Jeff Budrow, of Weston and Sampson, reviewed the Negative Declaration SEQR (State Environmental Quality Review) documents completed for the MC Smith Intermediate School and the Senior High School as related to the District-Wide Capital Project. The entire project and timeline was reviewed and questions were answered for the Board and the public audience. Discussion included LEAD Agency and the requirement for notifying outside government agencies, such as NYS Department of Transportation, NYS Department of Education and NYS Department of Environmental Conservation, of the project plans and allowing them the opportunity to take LEAD on the project. However, the agencies declined taking LEAD, therefore, leaving the Board of Education LEAD. Discussion also included the District’s ability to acquire land adjacent to the MC Smith school property. Each application was reviewed line by line with the opportunity for questions to be asked and answered for each building site.

**PUBLIC HEARING**

On a motion made by Maria McLaughlin and seconded by Carrie Otty, the Board entered into Public Hearing at 8:40 p.m. related to Sixth Grade Reconfiguration.

Ayes – 6

Nays – 0

**MOTION CARRIED**

- Superintendent Suttmeier explained that two applications are being submitted to the NYS Department of Education to move sixth grade **from** the MC Smith Intermediate School and one to move sixth grade **to** the Junior High School in the 2016-2017 school year. The State does not typically deny such applications. Basically, this is for notice purposes.
- Sehla Graham Cora spoke regarding her concerns with administrator coverage and knowing family situations. Ms. Cora pointed to a recent incident as an example.
- Superintendent Suttmeier reassured the public Mr. McCormick will be assigned full time to the Junior High School. The Chain of Command as passed by the Board yearly would be in effect and coverage would be followed accordingly. In the future, the District could look to parent advocates for continuity in leadership. This District will also appropriately staff the MC Smith building as the grade levels shift.
- Storm water run-off was also discussed. Mr. Budrow assured the Board that the design would include a careful assessment and appropriate plan for this segment of the project.

The Public Hearing closed at 8:50 p.m. on a motion by Maria McLaughlin and seconded by Carrie Otty.

Ayes – 6

Nays – 0

**MOTION CARRIED**

**EXECUTIVE SESSION**

There was no need for early executive session.

**PERSONNEL AGENDA**

Tiffany Hamilton made the motion to accept Personnel Agenda items A through H. Carrie Otty seconded the motion.

Ayes – 6

Nays – 0

**MOTION CARRIED**

Tiffany Hamilton made the motion to discuss and then accept Personnel Agenda item I. Carrie Otty seconded the motion.

Ayes – 6

Nays – 0

**MOTION CARRIED**

William Kappel left the room at 8:56 p.m.

**PERSONNEL  
AGENDA  
(continued)**

Tiffany Hamilton made the motion to accept Personnel Agenda items J through N. Carrie Otty seconded the motion.

Ayes – 5

Nays – 0

**MOTION CARRIED**

Tiffany Hamilton left the room at 9 p.m.

William Kappel returned at 9:02 p.m.

Tiffany Hamilton returned at 9:03 p.m.

**RECOGNITION  
/WELCOME  
NEW STAFF**

**Recognition and Welcome New Staff:**

- Superintendent Suttmeier announced that the District's new School Business Administrator, Sharifa Carbon, started on December 3, 2015 and is a welcomed addition to Administration.
- Abdullah Shabazz, a recent graduate of the District, was also welcomed to his new substitute position(s): substitute teacher, substitute teacher assistant and substitute teacher aide.

**Old Business:**

**OLD  
BUSINESS**

A. Vacant Board Seat – The Board received Board Member Tiffany Hamilton's letter of resignation dated December 31, 2015. Tiffany will be sworn in on January 1, 2016 as the City of Hudson's first elected female mayor. Superintendent Suttmeier informed the Board they have three options to fill the vacant seat:

- 1) Appoint a candidate from letters of interest. The candidate would serve on the Board until the May Budget Vote.
- 2) Accept petitions for candidates to run on the ballot for the February 9 referendum. The candidates would finish out the balance of the seat term (June 30, 2018)
- 3) Leave the seat open until the May Budget Vote.

The Board members agreed to ask for letters of interest and will appoint a candidate, hopefully at one of the January meetings. The opening will be advertised on the District website, social media, and newspapers of record.

B. Review of 2020 Goals – Superintendent Suttmeier suggested a winter retreat (Saturday, half-day as has been done in the past) to finalize the Board Goals. The Board was in total agreement with the suggestion. Details will be worked out through email correspondence.

C. Policy Committee –

- 1) First Reading of Policy 1800, Gifts from the Public – Maria McLaughlin made the motion to rescind policy #6255 and consider Policy #1800 with NYSSBA's recommendations for second reading. Tiffany Hamilton seconded the motion.  
Ayes – 6                      Nays – 0                      **MOTION CARRIED**
- 2) First Reading of Policy 5420.1, Anaphylaxis and Severe Allergies – Maria McLaughlin made the motion to adopt Policy 5420.1. Tiffany Hamilton seconded the motion.  
Ayes – 6                      Nays – 0                      **MOTION CARRIED**
- 3) First Reading of Student Health Services Policy – Research requires a second reading.

D. Audit Committee – The Audit Committee met prior to this Board Meeting and will vote on accepting the External Audit as part of the Consensus Agenda.

**Old Business (continued):**

- E. Budget Committee – The Budget Committee has not met.
- F. Facilities Committee – The facilities Committee has had ongoing meetings related to the Capital Project.

**OLD BUSINESS  
(continued)****Public Forum:**

- Mya Reed spoke regarding the safety of crossing at John L. Edwards Primary. Board Vice President Kisselburgh addressed Ms. Reed's concerns with the status of the Board's communication with the City of Hudson to correct the situation. Board discussion concluded members attending a City Council meeting to address the issue in public forum. Ms. Reed thanked the Board for their diligence in the matter.
- Mr. Joseph Carr congratulated the Hudson Bluehawks sports teams. The volleyball team is competing against Hawthorne Valley. The basketball team is a "stellar team". Mr. Carr expressed he feels both teams are on their way to "stardom."
- Selha Graham Cora asked if the loss of John L. Edwards Primary building be a loss of a fall-out shelter for the city. Mr. George Keeler, Superintendent of Building and Grounds addressed Ms. Graham Cora's concerns by stating that no buildings are being built to these specifications, but all of our campus buildings are classified as emergency shelters for the City.
- Selha Graham Cora also asked the Board questions regarding citizenship for the open Board vacancy. She knows of someone interested, who is a taxpayer in the District, but may not be born in the United States.

**PUBLIC FORUM**

**Business Office Report:** Sharifa Carbon, School Business Administrator, thanked Mr. John McKinney, Interim School Business Administrator, for his continued dedication to the district and bringing her up to date with the business office workings. The next part of her plan is to meet with the business office personnel and administration to better acclimate herself to the District's budget process and needs. The Business Office will be preparing 1099's in Wincap, and attending additional Wincap training as well.

**BUSINESS OFFICE  
REPORT**

**School Improvement Report:** April Prestipino, Coordinator of School Improvement, reported ten parents attended for the Parent Engagement Workshop for grades K through 1. Hudson Community Schools Initiative will work on increasing communication to parents for the Spring workshops. Board President McLaughlin suggested making the presentation alternatively available to parents who cannot attend the presentation in the classroom because of scheduling conflicts. Meetings will be schedules with teachers as well to review communication and presentation structure.

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

- ATM with Community-Based Organizations (CBO) – Dr. Suttmeier reported that the meeting was full with over 40 in attendance. Chronic attendance issues were discussed, as well as Regents scores, graduation rate and success rate after graduation. Building principals were all in attendance and took back helpful tips. The group plans to reconvene during the Spring semester.
- Reauthorization of Elementary and Secondary Education Act (ESEA) – Dr. Suttmeier reported that the No Child Left Behind Act was replaced with the Reauthorization of Elementary and Secondary Education Act. The Act eases unilateral Federal control on learning and increases some funding, including Title I. There is more to the Act that we will learn with time.
- New Visions for Public Schools Roundtable Conversation with Assemblywoman, Didi Barrett – On Friday, December 11, Dr. Suttmeier and Board Member Otty attended a roundtable discussion sponsored by New Visions. The organization offers districts a

**SUPERINTENDENT  
REPORT**



**Consensus Agenda (continued)****CONSENSUS  
AGENDA  
(continued)**

- D. Be It Resolved, that the Board of Education adopts the amended and attached resolution of necessity regarding school district improvements.
- E. Be It Resolved, that the Board of Education adopts a bond resolution, as amended and attached, authorizing the issuance of serial bonds of the City School District of the City of Hudson in an aggregate principal amount not to exceed \$18,495,000 pursuant to the local finance law to finance the 2016 capital project, with an estimated maximum cost of \$19,995,000, including improvements to the Hudson High School, M.C. Smith Intermediate School and John L. Edwards School, and the construction of an addition to the M.C. Smith Intermediate School; authorizing the levy of taxes, such tax to be levied in annual installments in payment thereof in such years and in such amounts as shall be determined by the Board of Education taking into account state aid available therefor; authorizing the expenditure of such sums for such purpose; authorizing the expenditure of \$1,500,000 from other available funds to pay a portion of the cost of the project; and delegating certain powers in connection therewith to the President of the Board of Education.
- F. Be It Resolved, that the Board of Education adopts a resolution, as attached, calling a special election for the purpose of considering propositions for the sale of the former Claverack School building and for approval of two resolutions authorizing issuance of bonds by the City School District of the City of Hudson.
- G. Be It Resolved, that the Board of Education accepts, as attached, the revised 2016-2017 Budget Development Timeline.
- H. Be It Resolved, that the Board of Education approves the attached contract with Z Score Inc. to prepare and write grant proposals for the District, effective December 2, 2015 through August 31, 2016, at an annual grants development fee of \$2,500.00.
- I. Be It Resolved, that the Board of Education approves the attached contract with NYSARC, Inc. Columbia County Chapter (COARC) to deliver vocational internship interventions to one high school student with disabilities, effective January 2016 to June 2016, with the fee calculated using 300 hours of utilization per school year at \$43.00 per program hour as the base rate.
- J. Be It Resolved, that the Board of Education accepts, as attached the Hudson High School Spanish 2 Extra-Classroom Activity Annual Charter for the Spanish Club for the school year 2015-2016.
- K. Be It Resolved, that the Board of Education arranges for placement of students with disabilities (CSE and CPSE meetings held on September 29, October 19, 29, November 18, 20, 25, 30, December 1, 2, 3, 4, 8, 9, 10, 2015)
- L. WHEREAS, the Governor of the State of New York launched the NY-Sun initiative designed to provide innovative solutions, create a more resilient and flexible power grid, lower the State's carbon footprint and promote a cleaner and healthier environment for New York residents; and  
WHEREAS, the New York State Education Department, through a joint project with the New York State Energy Research and Development Authority ("NYSERDA") and the New York Power Authority ("NYPA") has developed a K-Solar program under the NY-Sun Initiative specifically designed to enable school districts to install a photovoltaic system and related equipment and materials on their sites and facilities at no initial capital investment cost to taxpayers, while receiving the benefits associated with lower electrical rates; and

**CONSENSUS  
AGENDA  
(continued)**

**Consensus Agenda (continued)**

WHEREAS, Solar City Corporation ("Solar City") has qualified as one of the companies to install a photovoltaic system and related equipment and materials for generating the production of electricity on school district property; and WHEREAS, the Board of Education of the Hudson City School District desires to take advantage of the K-Solar program by entering into a contract with Solar City for the installation of a photovoltaic system and related equipment and materials at its facilities located at 215 Harry Howard Ave, Hudson, New York; and WHEREAS, such contract has been determined to be an energy performance contract pursuant to 8 NYCRR § 155.20(7)(ii); NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Hudson City School District approves a contract to be entered into with Solar City for the installation of a photovoltaic system and related equipment and materials at its facilities located at 215 Harry Howard Ave, Hudson, New York, and authorizes the President to execute any and all documents related to such contract, subject to the final legal review and recommendation by the District's attorneys.

- M. Be it Resolved, that the Board of Education accept the External Audit and Corrective Action Plans, as attached, and as presented by Scott Preusser of Raymond G. Preusser, CPA, P.C.

**NEW BUSINESS**

**New Business:** Board President McLaughlin thanked everyone for their patience in the long meeting proceedings. In the future, the Board will try to avoid having Curriculum Workshops and Committee Meetings on the same night.

**PUBLIC FORUM**

**Public Forum:** There was no comment from the public.

**UPCOMING  
MEETING DATES**

**Upcoming Meeting Dates:**

Board of Education Meetings:

- Monday, January 11, 2016 – Regular Board of Education Meeting – 7 p.m. at the HHS Library
- Monday, January 25, 2016 – Regular Board of Education Meeting – 7 p.m. at the HHS Library

**Committee Meetings/Community Events:**

- Wednesday, December 16, 2015 – Capital Project Information Session with Fifth Grade Parents – 5 p.m. and 7 p.m. at the MCSIS Auditorium
- Thursday, December 17, 2015 – Capital Project Community Conversation – 6:30 to 8:00 p.m. at the MCSIS Auditorium.

**EXECUTIVE  
SESSION**

Maria McLaughlin made the motion to enter into Executive Session at 9:58 p.m., seconded by Carrie Otty.

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

Tiffany Hamilton made the motion to come out of Executive Session at 10:25 p.m., seconded by William Kappel.

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


**ADJOURNMENT**

Tiffany Hamilton made the motion to adjourn the meeting at 10:26 p.m., seconded by Maria McLaughlin.

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



**Maria McLaughlin, President  
Board of Education**



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

# HUMAN RESOURCES

## Personnel Agenda

December 14, 2015

9.

### A. SCHOOL NURSE APPOINTMENT

	Last Name	First Name	Position	Location	Type of Certification	Salary	Effective Date	Notes
1.	O'Connor	Raina	School Nurse	HJSHS	Registered Nurse	\$32,000 Pro-rated	12/15/15	To replace J. Groll Posting #111315-81

### B. TEACHING ASSISTANT APPOINTMENT

	Last Name	First Name	Position	Type of Appointment	Location	Hours	Rate of Pay	Effective Date	Notes
1.	Russo	Agenta	Teaching Assistant	4-Year Probationary	HSHS	Not to exceed 40 hrs. per wk.	\$14.72 per hour	12/02/15	To replace A. Race Posting #110915-80

### C. TEACHING ASSISTANT CERTIFICATION/RATE OF PAY CHANGE

	Last Name	First Name	Position	Current Certification	New Certification	Current Rate of Pay	New Rate of Pay	Effective Date	Notes
1.	Howe	Kira	Teaching Assistant	Teaching Assistant Level 1	Early Childhood Education (B-2) Teaching Certificate	\$14.72 per hour	\$17.08 per hour	11/20/15	Received NYS Teaching Certificate



# HUMAN RESOURCES

## Personnel Agenda

December 14, 2015

### D. HOME INSTRUCTOR APPOINTMENTS

	Last Name	First Name	Position	Hours	Rate of Pay	Effective Date	Notes
1.	Lento	Janet	Home Instructor (Tutor) Shared Position	A total of 10 hrs. per week and Compensatory Services as schedules allow. Hours will be split to allow for maximum instructional hrs. to be provided to the student.	\$45.00 per hour	12/15/15	To meet student's needs and requirements while awaiting new program Posting #120315-82
2.	Daniel	Carey-Ann	Home Instructor (Tutor) Shared Position	A total of 10 hrs. per week and Compensatory Services as schedules allow. Hours will be split to allow for maximum instructional hrs. to be provided to the student.	\$45.00 per hour	12/15/15	To meet student's needs and requirements while awaiting new program Posting #120315-82
3.	Sheridan	Maureen	Home Instructor (Tutor) Shared Position	A total of 10 hrs. per week and Compensatory Services as schedules allow. Hours will be split to allow for maximum instructional hrs. to be provided to the student.	\$45.00 per hour	12/15/15	To meet student's needs and requirements while awaiting new program Posting #120315-82

### E. FOOD SERVICE HELPER RESIGNATION

	Last Name	First Name	Position	Location	Effective Date
1.	Stalker	Ashley	Food Service Helper	JLE	Close of business 12/11/15

### F. CUSTODIAL STAFF APPOINTMENT

	Last Name	First Name	Position	Type of Appointment	Location	Hours	Rate of Pay	Effective Date	Notes
1.	Ellsworth, Jr.	Augustus	Custodian	Provisional – Probationary period no more than 52 weeks	HJSHS	Mon.-Fri., 2:30 pm-11:00 pm	\$32,864 Pro-rated + 325 Night Diff. \$33,189	12/29/15	Posting #N093015-18

# HUMAN RESOURCES

## Personnel Agenda

December 14, 2015

### G. CREATE FLOATER/LABORER POSITION

	Position	Location	Hours	Rate of Pay	Notes
1.	Floater/Laborer	District-Wide	Mon. – Fri., 2:30 pm-11:00 pm	\$32,139 Pro-rated <u>325</u> Night Diff. \$32,464	New Position To provide coverage for staff absences and assist with custodial duties for after school events and programs.

### H. LANGUAGE INTERPRETER APPOINTMENT

	Last Name	First Name	Position	Rate of Pay	Effective Dates	Notes
1.	Akhee	Sabiha B.	Translator – Bengali and Hindi	\$25.00 per hour	2015-2016 school year	Translator will assist non-English speaking families at District events, CSE/CPSE meetings, McKinney Vento Act meetings, registration meetings as required by law.

### I. SUBSTITUTE STAFF APPOINTMENTS

	Last Name	First Name	Position	Certification	Rate of Pay	Effective Date
1.	Leis	Tyrone	Substitute Teacher	Non-Certified	\$70.00 per day	12/15/15
2.	Shabazz	Abdullah	Substitute Teacher Substitute Teaching Assistant Substitute Teacher Aide	Non-Certified	\$70.00 per day \$10.83 per hour \$9.00 per hour	12/15/15
3.	Hickman	Haley	Substitute Teacher Substitute Teaching Assistant	Non-Certified	\$70.00 per day \$10.83 per hour	12/15/15
4.	Stalker	Ashley	Substitute Food Service Helper	N/A	\$9.00 per hour	12/15/15
5.	Guldenstern	Mia	Substitute Food Service Helper	N/A	\$9.00 per hour	12/15/15

### J. REMOVE FROM SUBSTITUTE LIST

	Last Name	First Name	Position	Effective Date
1.	Bahorik	Donna	Substitute Food Service Helper	12/08/15

# HUMAN RESOURCES

## Personnel Agenda

December 14, 2015

### K. AFTERSCHOOL PROGRAM AIDE EFFECTIVE DATE CHANGE

	Last Name	First Name	Position	Current Effective Date	New Effective Date
1.	Khatan	Hamida	ASP 1:1 Teacher Aide	11/25/15	11/16/15

### L. 21<sup>ST</sup> CENTURY GRANT PROGRAM STUDENT HELPER APPOINTMENT

	Last Name	First Name	Position	Rate of Pay (not to exceed 25 hrs. per wk.)	Effective Date	Notes
1.	Beers	Courtney	ASP Student Helper	\$10.50 per hour	12/15/15	Funding via 21 <sup>st</sup> Century Grant

### M. POOL STAFF APPOINTMENT

	Last Name	First Name	Position	Hours	Rate of Pay	Effective Date	Notes
1.	Taylor	Noah	Lifeguard	As needed	\$9.00/hr. PM Swim \$11.00/hr. AM Swim	12/15/15	2015-2016 school year

### N. BOARD OF REGISTRATION APPOINTMENTS

	Last Name	First Name	Position	Effective Dates	Rate of Pay
1.	Torchia	Kathleen	Board of Registration for HCSD	12/15/15-12/14/16	\$9.00 per hour
2.	Neal	Ruth	Board of Registration for HCSD	12/15/15-12/14/16	\$9.00 per hour

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.