

**Hudson City School District
Regular Board of Education Meeting
January 11, 2016 - 7:00 p.m.
Hudson Senior High School Library**

Minutes Meeting #12

Page 3640

A regular meeting of the Hudson City School District Board of Education was held on January 11, 2016 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 7:00 p.m. with the following Board Members in attendance:

PRESENT:	Maria McLaughlin, Board President David Kisselburgh, Board Vice President Carrie Otty Sage Carter William Kappel, III Sumayyah Shabazz James Chaplin, Student Representative
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ALSO PRESENT:	Superintendent School Business Administrator Clerk of the Board	Dr. Maria Lagana Suttmeier Sharifa Carbon Leslie Coons
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ABSENT:	Coordinator of School Improvement	April Prestipino
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Maria McLaughlin made a motion, seconded by David Kisselburgh, that the Board of Education accepts the Board Agenda with the following amendments:

- Add under Old Business: Cost of Fingerprinting and Media Use Policy 4520.
- There is a need for an Executive Session to discuss the employment history of a particular individual.

Ayes – 6 Nays – 0

MOTION CARRIED

**AGENDA
ACCEPTED**

Student Representative Report: James Chaplin reported on the many activities of the student body. Prep for college interviews continue. Student Council has finished the new Constitution and is ready to present it to the membership for ratification. March 18 is the hypnotist show. Kevin Hurly will be returning. The cast for the school play, which is The Little Mermaid, has been announced. The Winter Concert before break was a great success. There are more students involved in band than ever before.

**STUDENT
REPRESENTATIVE
REPORT**

James then excused himself at 7:05 p.m.

Executive Session: There was no need for early executive session.

**EXECUTIVE
SESSION**

Personnel Agenda: Maria McLaughlin made the motion to accept Personnel Agenda items A through Y with revision to Item 7Y to read Special Election instead of Budget Vote and School Board Election. David Kisselburgh seconded the motion.

Ayes – 6 Nays – 0

MOTION CARRIED

**PERSONNEL
AGENDA**

STUDENT REPRESENTATIVE REPORT (continued)

Student Representative Report (continued): James Chaplin returned to the meeting at 7:25 p.m. He finished his report. Mrs. Muller's Poetry Club meets every Tuesday. Scrub Club elected officers and had a virtual field trip to a human autopsy. The Yearbook Club submitted the first part of the yearbook.

RECOGNITION**Recognition:**

- Maria McLaughlin, Board President, read a letter of appreciation on behalf of the Superintendent and Board of Education in honor of two retiring teachers, Elizabeth Dolan, elementary teacher at MCSIS, who has served the District for 31 years, and Andrea Mastrianni, Music Teacher at HJSHS, who has served the District for 33 years.

OLD BUSINESS VACANT BOARD SEAT**Old Business:**

- A. Vacant Board Seat – Dr. Suttmeier reported that so far three letters of interest have been received. The deadline is January 20th. The candidate will serve on the Board of Education until the May election. If the Board intends to change the term of Board Members, they should consider doing it before the May election.
- B. Curriculum Workshop Summary Discussion – Dr. Suttmeier started the discussion by reviewing the presentations given by each building at the Curriculum Workshops. John L. Edwards and MC Smith Intermediate presented on RTI and Language Live. Junior High School presented on Language Live and RTI. High School presented on Math and ESL. Maria McLaughlin commented that she found it helpful to learn what RTI (Response to Intervention) was. David Kisselburgh felt the presentations were rushed and would like to give the presenters a full hour in the future. Overall, the Board members expressed that they were very happy to learn more of what goes into the preparation of classroom instruction and appreciate the task of teaching our students.
- C. Cost of Fingerprints – Dr. Suttmeier informed the board that substitute shortages are a problem across Columbia and Greene Counties. Substitutes are necessary to staff for employee absences. It is believed that part of the hindrance is the cost of fingerprints. Dr. Suttmeier explained the District's current process, which is the prospective employee pays the fee up-front and out-of-pocket. Dr. Suttmeier also noted that our District's substituting rates are one of the lowest in the county. Business Administrator, Sharifa Carbon, did comparisons with other Districts to see how they handle the fingerprinting cost on behalf of new employees. Mrs. Carbon reported that Chatham fronts the cost of fingerprinting and then recoups the cost from the employee over a period of time. Chatham is the only District who does this according to Mrs. Carbon's research. Discussion by the Board members ensued. David Kisselburgh asked Dr. Suttmeier to draft a resolution for the Board to vote on, as he stated "Administration knows best how to recruit."
- D. Media Policy 4520 – Dr. Suttmeier reported concerned parents have questioned if the Media Use Policy 4520 is being violated at the John L. Elementary school during recess. Students are reported to being in front of a screen in the library rather than participating in physical activities. Dr. Suttmeier reported that according to our school attorney, no overt violation of the policy has been committed as the policy pertains to instructional time and recess is not considered instructional time. Dr. Suttmeier further explained the Library uses a reading program called TumbleBooks, which highlights the words on the screen, and as a narrator reads the story. The superintendent also commented that schedules cannot always accommodate students to have gym access when the weather does not allow for outdoor recess.

COST OF FINGERPRINTS**MEDIA POLICY****PUBLIC FORUM****Public Forum:**

Mya Reed again spoke regarding the safety of crossing at John L. Edwards Primary. Ms. Reed wanted to follow up on the prospect of finding a crossing guard for the busy intersection. Board Vice President, David Kisselburgh, reported the City Council meeting was

Public Forum (continued):

**PUBLIC FORUM
(continued)**

cancelled for this month and the Board is waiting for it to be rescheduled. George Keeler, Superintendent of Buildings and Grounds, is looking into DOT signage and responsibility. Ms. Reed thanked the Board for their diligence in the matter. Dr. Suttmeier will send another letter to the City Officials.

- Mr. Joseph Carr congratulated the Hudson Bluehawks sports teams.
- Dan and Mary Udell stated they had just come from the City Council Meeting and wanted to express their concern over the plans for the property behind the MC Smith Intermediate School in regards to the Capital Project. According to Mr. Udell, the Mayor and the Council want the Superintendent to do a Capital Project presentation for them. Mr. Udell stated that with the new Mayor and new City Council, the City does not appear to be aware of previous discussion between the city and the school district in regards to the property. Dr. Suttmeier assured the couple she would schedule a presentation right away and thanked them for the immediate information.

Business Office Report:

**BUSINESS
OFFICE REPORT**

- Sharifa Carbon, School Business Administrator, announced to the Board members that WinCap implementation is moving forward. There has been a lot of follow up and resetting in preparation for the year-end roll-over. Mrs. Carbon assured the Board she would have continuous updates on the progress of WinCap.
- Mrs. Carbon also stated budget meetings have started with the District Administrators. The meetings are progressing well.

School Improvement Report: April Prestipino, Coordinator of School Improvement, was attending a conference in Albany earlier today and was not expected to attend the meeting.

**SCHOOL
IMPROVEMENT
REPORT**

Superintendent's Report:

**SUPERINTENDENT
REPORT
Vision 2020
Goals**

- Vision 2020 Goals – Dr. Suttmeier reported the Board had a retreat to complete the Vision 2020 Goals on January 9, 2016. The Superintendent explained that the Goals serve as the academic side of the Vision. The Goals are written in basic terms so anyone should be able to understand them. After discussion, the Board members agreed to adopt the Goals with minor changes.

Maria McLaughlin made a motion to adopt the Vision 2020 as amended. William Kappel seconded the motion.

Ayes – 6

Nays – 0

MOTION CARRIED

**GOALS
ADOPTED**

- Celebrating What's Right – Dr. Suttmeier reminded the Board that Bard College had intentions of opening an Early College Program in Hudson. Plans are moving forward to have a half-day pilot program at Questar. The program would consist of 10 to 15 average students from our district. The school would be located at the Warren Street Academy, if the program becomes a CoSer with Questar. Hudson would be the Lead Agency, which means our students would attend tuition-free and other districts would be billed for tuition. Hudson may need to contract with Bard for instructional staff. Bard would do all of the program promotion. Each course would be four credit hours per semester. Students would also earn high school credit simultaneously (dual-credit course). The program would be open to junior and senior students with liberal arts-type offerings.
- Capital Project Update – Dr. Suttmeier reminded the board that her column will come out tomorrow in The Register Star and The Columbia Paper on Thursday. George Keeler accompanied the Superintendent to the Rotary Club for a presentation last week. More Community conversations were held at JLE. The website is updated constantly and includes a video link to the Superintendent's presentation. There are two propositions on the ballot: The sale of the Claverack School and Money for the

**CELEBRATING
WHAT'S RIGHT**

**CAPITAL
PROJECT
UPDATE**

Superintendent's Report (continued):

**SUPERINTENDENT
REPORT**
(continued)

Capital Project. The second proposition will give the District permission to borrow up to \$19.1 million. It will be up to the Board to decide, step by step, how to proceed with each phase of the project. For example, the Board will make the decision on artificial turf or natural turf for the athletic fields. The project will be a maximum cost of \$19.1 million. We cannot go above that figure.

- The Boys Varsity Basketball team is currently 10-0 overall and 8-0 in the Patroon Conference. Dr. Suttmeier attended the Cairo vs. Hudson game, which was a close game.
- Dr. Suttmeier visited the YES (Youth Employment Services) Program and met with 25 students. The conversation included questions about the superintendent as a student. The superintendent participated in mock employment interviews with two students.

**BOYS VARSITY
BASKETBALL**

YES PROGRAM

Consensus Agenda:

**CONSENSUS
AGENDA**

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

Ayes – 6 Nays – 0

MOTION CARRIED

- A. Be It Resolved, that the Board of Education approves, as attached, the following Board Meeting Minutes:
 - a. Meeting #10, dated November 23, 2015, pages 3627-3632;
 - b. Meeting #11, dated December 14, 2015, pages 3633-3639.
- B. Be It Resolved, that the Board of Education approves, as attached, the following revised Board Meeting Minutes:
 - a. Meeting #8, dated October 26, 2015, pages 3619-3622;
 - b. Meeting #9, dated November 9, 2015, pages 3623-3627.
- C. Whereas, the Board of Education previously approved a resolution that effective September 1, 2016: (1) sixth grade shall be removed from Montgomery C. Smith Intermediate School; and (2) sixth grade shall be added to Hudson Junior High School; and
Whereas, the Hudson Junior/Senior High School (BEDS code 101300010001) is registered with the New York State Education Department as a school with a grade configuration of 7-12; and
Whereas, the Hudson City School District will request the assignment of a new BEDS code for the reconfiguration of the Hudson Junior High School;
Be It Resolved, that the Superintendent of Schools is hereby authorized to take any steps necessary to assign the Hudson Junior High School with a new BEDS code for the new 6-8 configuration.
- D. Be It Resolved, that the Board of Education approves the attached Supplemental Memorandum of Agreement between HCSD and the HTA regarding 2014-15 and 2015-16 salary adjustments for registered nurses.
- E. Be It Resolved, that the Board of Education approves a 2015-2016 Health and Welfare Service Contract, as attached, with Greenville Central School District for three (3) HCSD students who attend the Grapeville Christian School in the Greenville CSD at a rate of \$546.20 per student, for a total of \$1,638.60.
- F. Be It Resolved, that the Board of Education establishes the mileage reimbursement rate, in accordance with the IRS, at 54 cents per mile, effective January 1, 2016.
- G. Be It Resolved, that the Board of Education establishes the New York State Minimum Wage rate of \$9.00 per hour as of January 1, 2016. Be It Resolved, that the Board of Education accepts, as attached, the Hudson Senior High School Extra-Curricular Activity Monthly Financial Report for the month of December 2015.

**CONSENSUS
AGENDA
(continued)**

Consensus Agenda (continued):

- H. 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 December 2015.
- I. Be It Resolved, that the Board of Education grants permission for the HHS Robotics Team to participate at RPI in the FIRST Robotics Tech Valley Regional from March 17-19, 2016, and also compete at RIT in the FIRST Robotics Finger Lakes Regional from March 23-26, 2016.
- J. Be It Resolved, that the Board of Education arranges for placement of students with disabilities (CSE and CPSE meetings held on December 4, 7, 10, 16, 17, 18, 21, 23, 2015, January 7, 2016)

NEW BUSINESS

New Business: Dr. Suttmeier indicated the District would use every avenue available to get information out about the Capital Project, including social media, robo calls, and community conversations. Mya Reed suggested the Hudson Community Page. The superintendent will pass the information on to Meghan Tice, our Questar communications specialist.

PUBLIC FORUM

Public Forum: There was no comment from the public. However, Board Member Sumayyah Shabazz shared that she attended the High School Jazz Ensemble performance and it was "Awesome." Furthermore, Ms. Shabazz was more impressed because three years ago there was no Jazz Ensemble. Ms. Shabazz asked the Superintendent to pass her appreciation on to Mr. Warhol.

**UPCOMING
MEETING DATES**

Upcoming Meeting Dates:

Board of Education Meetings:

- Monday, January 25, 2016 – Regular Board of Education Meeting – 7 p.m. at the HHS Library
- Tuesday, February 9, 2016 – Special Vote and Special Board of Education Meeting – 7 p.m. at the JLE Cafeteria

Committee Meetings/Community Events:

- Wednesday, January 20, 27 and February 3 – Capital Project Community Conversation – 6:00 to 7:00 p.m. at John L. Edwards Primary School.

**EXECUTIVE
SESSION**

Maria McLaughlin made the motion to enter into Executive Session at 8:30 p.m., seconded by David Kisselburgh, to discuss the employment history of a particular person.

Ayes - 6 Nays - 0

MOTION CARRIED

Maria McLaughlin made the motion to come out of Executive Session at 9:05 p.m., seconded by Sage Carter.

Ayes - 6 Nays - 0

MOTION CARRIED

ADJOURNMENT

Maria McLaughlin made the motion to adjourn the meeting at 9:06 p.m., seconded by Sage Carter.

Ayes - 6 Nays - 0

MOTION CARRIED

**Maria McLaughlin, President
Board of Education**

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

HUMAN RESOURCES

Personnel Agenda

January 11, 2016

7.

A. INSTRUCTIONAL STAFF RESIGNATIONS FOR THE PURPOSE OF RETIREMENT*

	Last Name	First Name	Position	Location	Years of Service	Effective Date
1.	Dolan	Elizabeth	Elementary Teacher	MCSIS	31	Close of business 6/30/16
2.	Mastrianni	Andrea	Music Teacher	HJSHS	33	Close of business 6/30/16

B. INSTRUCTIONAL TENURE APPROVAL

	Last Name	First Name	School	Certification Area/Type	Tenure Area	Effective Tenure Date
1.	Capuano	Brian	HSHS	Social Studies 7-12/Initial	Social Studies	2/01/2016

C. HOME INSTRUCTOR APPOINTMENT

	Last Name	First Name	Position	Hours	Rate of Pay	Effective Date	Notes
1.	Kipp	Diana	Home Instructor (Tutor)	Total of 5 hours per week	\$45.00 per hour	1/11/16	To fulfill the required instructional tutor hours allowed for the student

D. SCHOOL NURSE ADDITIONAL HOURS

	Last Name	First Name	Position	Location	Additional Hours Worked	Notes
1.	O'Connor	Raina	School Nurse	HJSHS	11 hours	Completed the required paperwork for the Health Immunization Report by the deadline date to be in compliance and updated student records

HUMAN RESOURCES

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E. TEACHING ASSISTANT STAFF RESIGNATIONS

	Last Name	First Name	Position	Location	Effective Date
1.	Russo	Agenta	Teaching Assistant	HSHS	12/29/15
2.	Stevens	Kimberly	Teaching Assistant	HSHS	1/15/16

F. CREATE TEACHER AIDE POSITION

	Position	Location	Hours	Rate of Pay	Effective Date	Notes
1.	1:1 Teacher Aide	MCSIS	6.5 hrs. per day	\$9.00 per hour	1/04/16	To meet the required mandates on student's IEP

G. TEACHER AIDE STAFF APPOINTMENT

	Last Name	First Name	Position	Type of Appointment	Location	Hours	Rate of Pay	Effective Date	Notes
1.	Ryan-Bridges	Luella	1:1 Teacher Aide	Probationary period of no more than 52 weeks	JLE	6.5 hrs. per day	\$9.00 per hour	1/12/16	To replace N. Jennings

H. TEACHER AIDE LEAVE OF ABSENCE

	Last Name	First Name	Position	Location	Effective Dates	Notes
1.	Gofran	Feroza	Teacher Aide	JLE	1/04/16-1/15/16	Unpaid LOA

I. TEACHER AIDE STAFF RESIGNATIONS

	Last Name	First Name	Position	Location	Effective Date
1.	Dingman	Stephanie	Teacher Aide	MCSIS	End of business 12/23/15
2.	Ohlerich	Thomas	1:1 Teacher Aide	JLE	End of business 1/08/16
3.	Akter	Taslema	1:1 Teacher Aide	JLE	End of business 1/08/16

HUMAN RESOURCES

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J. FOOD SERVICE HELPER STAFF APPOINTMENT

Last Name	First Name	Position	Type of Appointment	Location	Hours	Rate of Pay	Effective Date	Notes
1. Canarte	Elena	Food Service Helper	52 Week Probationary Period	HJSHS or District-Wide	4 hrs. per day	\$10.31 per hour	1/12/16	To replace M. Guldenstern Posting #N112315-22

K. FOOD SERVICE HELPER TRANSFER

Last Name	First Name	Current Position	New Position	Current Hours	New Hours	Location	Effective Date	Notes
1. Weaver	Kathryn	Food Service Helper	Food Service Helper	4.75 hrs. per day	5.75 hrs. per day	JLE or District-Wide	1/12/16	To replace A. Stalker Posting #N120815-24 No Rate of Pay change

L. CUSTODIAL STAFF TRANSFER

Last Name	First Name	Current Position	New Position	Current Rate of Pay	New Rate of Pay	Effective Date	Notes
1. Hoffman	Christopher	Custodian	District-Wide Floater/Laborer	\$32,864 Pro-rated 325 Night Diff. \$33,189	\$32,139 Pro-rated 325 Night Diff. \$32,464	12/30/15	No change in hours

M. CUSTODIAL STAFF EFFECTIVE DATE CHANGE

Last Name	First Name	Position	Current Effective Date	New Effective Date	Notes
1. Ellsworth, Jr.	Augustus	Custodian	12/29/15	12/30/15	New effective start date

HUMAN RESOURCES

Personnel Agenda

January 11, 2016

N. SUBSTITUTE STAFF APPOINTMENTS

	Last Name	First Name	Position	Certification	Rate of Pay	Effective Date
1.	Gerlach	Richard	Substitute Teacher Aide	N/A	\$9.00 per hour	1/12/16
2.	DeWitt	Marlena	Substitute Teaching Assistant Substitute Teacher Aide	Not Certified	\$10.83 per hour \$9.00 per hour	1/12/16
3.	Hettesheimer	Teresa	Home Instructor	Certified	\$20.00 per hour	1/12/16
4.	Whalen	Lauren	Substitute Food Service Helper	N/A	\$9.00 per hour	1/12/16

O. SUBSTITUTE STAFF CHANGE IN CERTIFICATION

	Last Name	First Name	Position	Former Certification	New Certification	Former Rate of Pay	New Rate of Pay	Effective Date
1.	Hettesheimer	Teresa	Substitute Teacher	Certified	Certified/Retired	\$90.00 per day	\$100.00 per day	10/27/15

P. LONG TERM SUBSTITUTE EFFECTIVE END DATE AMENDMENT

	Last Name	First Name	Position	Location	Current End Date	New End Date
1.	Oligny	Debra	Long Term Substitute Elementary Teacher	JLE	December, 2015	January 26, 2016

Q. REMOVE FROM SUBSTITUTE LISTS

	Last Name	First Name	Position	Effective Date
1.	Canarte	Elena	Substitute Food Service Helper	1/12/16
2.	Accuosti	Erica	Substitute Nurse	1/12/16
3.	Caron	Brianna	Substitute Teacher Substitute Teaching Assistant	1/12/16
4.	Carpenito	Jonathan	Substitute Teacher	1/12/16

HUMAN RESOURCES

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5.	Davis	Marci	Substitute Teacher Substitute Teaching Assistant	1/12/16
6.	Johnson	Catherine	Substitute Teacher Home Instructor	1/12/16
7.	MacDonald	Nathaniel	Substitute Teacher Substitute Teaching Assistant	1/12/16
8.	McSween	Brian	Substitute Teacher Substitute Teaching Assistant	1/12/16
9.	Samberg	Susan	Substitute Teacher Home Instructor	1/12/16
10.	Suttmeier	Michelle	Substitute Teacher	1/12/16
11.	Waldron	Michelle	Substitute Nurse	1/12/16
12.	Ward	Amanda	Substitute Teacher Substitute Teaching Assistant Home Instructor	1/12/16
13.	Hoque	Rezwanna	Substitute Teaching Assistant	1/12/16
14.	King	Kristy	Substitute Teacher	1/12/16
15.	Mickle	Pamela	Substitute Teaching Assistant	1/12/16
16.	Proper	Lori	Substitute Teaching Assistant	1/12/16
17.	Shader	Jessica	Substitute Teacher	1/12/16
18.	Ryan-Bridges	Luella	Substitute Teacher Aide	1/12/16
19.	Goodrich	Kevin	Substitute Cleaner	1/12/16
20.	Bathrick	John	Substitute Cleaner	1/12/16

R. POOL STAFF APPOINTMENT

Last Name	First Name	Position	Hours	Rate of Pay	Effective Date	Notes
Keeler	Zachary	Lifeguard	As Needed	\$9.00/hr. PM Swim \$11.00/hr. AM Swim	12/19/15	2015-2016 school year

HUMAN RESOURCES

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S. 21ST CENTURY PROGRAM INSTRUCTOR APPOINTMENT

	Last Name	First Name	Position	Rate of Pay (not to exceed 10 hrs. per wk.)	Effective Date	Notes
1.	Schaffernoth	Colleen	ASP Instructor	\$18.00 per hour	1/12/16	Funding via 21 st Century Grant

T. 21ST CENTURY PROGRAM STUDENT HELPER APPOINTMENT

	Last Name	First Name	Position	Rate of Pay (not to exceed 25 hrs. per wk.)	Effective Date	Notes
1.	Hickman	Hailey	ASP Student Helper	\$10.50 per hour	1/12/16	Funding via 21 st Century Grant

U. EXTENDED SCHOOL DAY GRANT STUDENT HELPER APPOINTMENT

	Last Name	First Name	Position	Rate of Pay (not to exceed 25 hrs. per wk.)	Effective Date	Notes
1.	Newberry	Anna Sophia	ASP Student Helper	\$11.00 per hour	1/12/16	Funding via Extended School Day Grant

V. 21ST CENTURY PROGRAM RESIGNATION

	Last Name	First Name	Position	Effective Date
1.	Bobb	Ato	ASP Student Helper	1/12/16

W. 21ST CENTURY PROGRAM TERMINATIONS

	Last Name	First Name	Position	Effective Date
1.	Hoyt	Shania	ASP Student Helper	1/12/16
2.	Jones	Victoria	ASP Student Helper	1/12/16

X. CHAIRPERSON OF ELECTION APPOINTMENT

Last Name	First Name	Position	Effective Dates	Rate of Pay
1. Torchia	Kathleen	Chairperson of Election for HCSD	12/15/15-12/14/16	\$10.00 per hour

Y. ELECTION INSPECTORS FOR SPECIAL ELECTION APPOINTMENTS

Last Name	First Name	Position	Effective Date	District No.	Rate
1. Ames	Mary Jane	Alternate Election Inspector	2/09/16	As Needed	\$25.00 per day if not called upon
2. June	Donna	Alternate Election Inspector	2/09/16	As Needed	\$25.00 per day if not called upon
3. Pace	Angella	Election Inspector	2/09/16	Hudson, No. 1	\$9.00 per hour
4. Weaver	Nancy	Election Inspector	2/09/16	Claverack, No. 3	\$9.00 per hour
5. Woodward	Marian	Election Inspector	2/09/16	Greenport, No. 2	\$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.

***On behalf of the Superintendent of Schools and the Board of Education of the Hudson City School District, I would like to extend our best wishes to you for a long, happy, and healthy retirement.**