

**Hudson City School District
Regular Board of Education Meeting
January 25, 2016 - 7:00 p.m.
Hudson Senior High School Library**

Minutes Meeting #13

Page 3645

A regular meeting of the Hudson City School District Board of Education was held on January 25, 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

ALSO PRESENT:

- | | |
|-----------------------------------|----------------------------|
| Superintendent | Dr. Maria Lagana Suttmeier |
| Coordinator of School Improvement | April Prestipino |
| School Business Administrator | Sharifa Carbon |
| Clerk of the Board | Leslie Coons |

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

**AGENDA
ACCEPTED**

Add under Old Business:

1. Hand Carry Attachment – Reimbursement of Fingerprinting Resolution
2. Crossing Guard Update

Ayes – 6 Nays – 0

MOTION CARRIED

Student Representative Report: James Chaplin reported on the continuing activities of the student body. A hypnotist show will be presented on March 18. There will also be an evening show. Admission will be \$3 for students and \$5 for adults. It has been a great success in the past. The Robotics team will be competing in two competitions this year. One will be in Rochester and one will be at RPI. The Yearbook club is collecting baby pictures for the Class of 2016. National Honor Society is selling books. Student Council will be holding a bowling tournament. Students will be getting pledges for pins. The Class of 2018 will be selling carnations for Valentine’s Day. Students are beginning to plan Field Day, which will be held on May 6, 2016.

**STUDENT
REPRESENTATIVE
REPORT**

Presentation/Recognition:

- Grade\$Count – Mathew Nabozny and Sean Delaney gave an overview of an initiative called Grade\$Count. Mathew explained the program as a way for students to earn monetary rewards and discounts based on their academic grades. The initiative would like to feature Hudson students in the promotional video. Mathew and Sean are graduates of Hudson, and would like to see Hudson students be the pilot school for New York State, as well as to benefit from this program. A Grade\$Count representative showed a brief presentation explaining the highlights of the program.

**PRESENTATIONS/
RECOGNITION**

**PRESENTATIONS/
RECOGNITION
(continued)**

Presentation/Recognition:

Because of time constraints, the Board asked the gentlemen to come back when more time could be allotted for a more in-depth presentation.

- Dr. Suttmeier presented the NYS School Boards Association Achievement Award to Board President, Maria McLaughlin.

**EXECUTIVE
SESSION**

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

**PERSONNEL
AGENDA**

Personnel Agenda: Maria McLaughlin made the motion to accept Personnel Agenda items A through J. Carrie seconded the motion.

Ayes – 6

Nays – 0

MOTION CARRIED

OLD BUSINESS

Old Business:

A. Vacant Board Seat – There were five applicants for the Board Seat left vacant by Tiffany Hamilton’s resignation to be sworn in as City Mayor. Due to health reasons, Gerald Wood was not present and therefore was not considered for the vacant seat. Each of the four other candidates gave a brief history and explanation of why they were interested in being on the Board of Education and what they could offer the Board as a member. Voting by the Board members followed the presentations. The results are as follows:

- Michele Camacho – 6 votes
- Thomas DiPietro – 2 votes
- Richard Henry – 3 votes
- James Carr – 1 vote

Maria McLaughlin made the motion, seconded by Carrie Otty, that the Board of Education appoints Michele Camacho to the vacant seat on the Hudson City School District Board of Education from January 25, 2016 to May 17, 2016.

Ayes – 6

Nays – 0

MOTION CARRIED

Leslie Coons, Clerk of the Board, administered the Oath of Office to Michele Camacho, who then took her seat at the board table.

James Chaplin left at 8:07 p.m.

B. Cost of Fingerprints – Dr. Suttmeier again brought up the serious shortage of substitutes, specifically for teachers, teaching assistants and teacher aides, but also including the food service department. New employees are required to pay for their fingerprints out-of-pocket. The District could reduce the burden by reimbursing the new substitute employee after working for the District five days. The reimbursement would be issued in a separate, tax-free check. After some discussion, the Board decided to accept the Hand Carry Resolution.

Maria McLaughlin made the motion to approve reimbursement to all substitutes for the cost of pre-employment fingerprinting after working five (5) full days. The reimbursement shall be non-taxable.

Ayes – 7

Nays – 0

MOTION CARRIED

C. Crossing Guard Update – The District has heard back from the Hudson Police Department. They are willing to train volunteer crossing guards. Dr. Suttmeier presented two options to the board:

1. The crossing guard would be hired through the Police Department, be trained by the Police Department and wear a Police Department vest.
2. The crossing guard is hired through the School District and follows all of the pre-employment requirements. The second option is not ideal because crossing itself is not considered school district property. The discussion was tabled pending further information from the attorney.

- D. Policy Committee – The revised Wellness Policy is almost ready for Board approval. The Appendix needs to be updated with the current contact information for the Wellness Committee. **OLD BUSINESS (continued)**
- E. Audit & Facilities Committee – Maria McLaughlin made the motion to appoint Michele Camacho to the Audit Committee and the Facilities Committee. David Kisselburgh seconded the motion. Ayes – 6 Nays – 0 Abstained – 1 (Michele Camacho) **MOTION CARRIED**

Public Forum:

- Mya Reed thanked the Board of Education for their diligent work on the State Street crossing at John L. Edwards Primary School. Ms. Reed questioned if the District could take ownership of the crossing to resolve the issue. Ms. Reed also addressed the substitute shortage. Ms. Reed questions where Hudson falls in the rate of pay of substitutes in relation to other school districts in the area. Mrs. Carbon, School Business Administrator, informed Ms. Reed she was working on acquiring that information. **PUBLIC FORUM**

Business Office Report:

- Sharifa Carbon, School Business Administrator, reported that budget meetings are continuing with administrators. The WinCap implementation is continuing. Substitute rates are being researched. Mrs. Carbon hopes to have a preliminary draft by the next board meeting. **BUSINESS OFFICE REPORT**

School Improvement Report: April Prestipino, Coordinator of School Improvement, reported on the following topics:

SCHOOL IMPROVEMENT REPORT

- APPR and changes made by the Governor and Board of Regents, and the effects on teacher observations.
- DTSDE (Diagnostic Tool for School and District Effectiveness) Parent Survey will be administered through Survey Monkey. The survey is an annual requirement by the Department of Education for school districts in “focus” status.
- MCSIS has been approved a PLC (Professional Learning Community) for DTSDE. A three-year plan will be formulated instead of an annual plan.
- Building reviews are taking place.
- NEMO – The District is required to provide a mentor to all new teachers. There is a significant number of potential retirees in the coming years. Therefore, the group is working to update the NEMO manual to include new policies and procedures.
- Parent Engagement Seminars – Ms. Prestipino is meeting with teachers and Community Schools to strategize on how to increase parent attendance.

Superintendent’s Report:

- Walk Thru at MCSIS and Hudson Common Council Meeting – **SUPERINTENDENT REPORT**
 - Dr. Suttmeier did a walk through with Mr. Brenneman and Mr. Spicer to review what the needs would be on the “must do” and “should do” list to keep the facilities in the condition they should be for the five year plan.
 - The City of Hudson has a new mayor, Tiffany Hamilton, and a new Common Council President, Claudia DeStefano. The Board of Education was invited to a Common Council meeting to present the Capital Project. Prior to the meeting, a group met at the MCSIS to look at the erosion caused by storm water runoff. Mr. Tim O’Connor was very knowledgeable in respect to the issue. The District is now aware of the issue. However, in order to correct the problem, the District has to either own the property or get a utility easement. **CAPITAL PROJECT UPDATE**

Superintendent’s Report (continued):

- The Community Conversations continue at JLE. Board Members are invited to attend. Dr. Suttmeier will be at the MCSIS on Tuesday, JLE on Wednesday, Junior High on Thursday and High School on Friday to answer questions from staff.
- Celebrating What’s Right –
 - Dr. Suttmeier attended the Martin Luther King Jr. celebration. One student in particular stood out, Daniel Folds, calling himself “a turnaround kid.”
 - Harmony Project – John Aronson will be offering free musicianship classes to grades 1 & 2 every Monday and Friday in February from 2:30 to 3:15.
- Dr. Suttmeier informed the Board that the District was the victim of a phishing incident. Someone impersonated Dr. Suttmeier’s email address, including her photo, name and logo, and sent an email as if they were Dr. Suttmeier. Consequently, information was compromised related to 2014/2015 and 2015/2016 employees. A notice was sent out as soon as the District found out about the incident. Robo calls went out to all employees. State and local law enforcement was notified. The District is working diligently to minimize the damage to employees. Ms. Suttmeier shared that she was at the Superintendent’s meeting at Questar when she received the news of the incident. Other superintendents shared their concern. One other district within Questar had a similar incident.

**SUPERINTENDENT
REPORT
(continued)**

**CELEBRATING
WHAT’S RIGHT**

**PHISHING
INCIDENT**

Consensus Agenda:

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

Ayes – 7 Nays – 0

MOTION CARRIED

- A. Be it Resolved, that the Board of Education accepts a donation, as attached, from Red Kap Sales, Inc. (Exxon Mobile) in the amount of \$500.00 dated December 7, 2015, to be used for the math and science programs at Hudson Senior High School.
- B. 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 December 2015.
- C. 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.
- D. Be it Resolved, that the Board of Education accept the following Hudson Junior High School Extra-Curricular Club Semi-Annual Reports, as attached:
 - a. Yearbook Club
 - b. The Breakfast Club
 - c. Project Hallway Sewing Club
- E. Be it Resolved, that the Board of Education hereby approves the attached employment contract between the Hudson City School District and Sharifa Buckmon Carbon as the District’s School Business Administrator, for the period of December 2015 through December 2019.
- F. Be it Resolved, that the Board of Education amends the 2015-2016 Board of Education Meeting Schedule by reschedule the February 8, 2016 meeting to a Special Meeting on Tuesday, February 9, 2016 at 7 p.m.
- G. Be it Resolved, that the Board of Education arranges for placement of students with disabilities (CSE and CPSE meeting held on December 4, 8, 18, 2015 and January 6, 7, 11, 12, 13, 15, 2016).

**CONSENSUS
AGENDA**

New Business: There was no new business to discuss.

NEW BUSINESS

Public Forum: There was no comment from the public.

PUBLIC FORUM

**UPCOMING
BOARD MEETING
DATES**

Upcoming Meeting Dates:

Board of Education Meetings:

- Tuesday, February 9, 2016 – Special Vote and Special Board of Education Meeting – 7 p.m. at JLE
- Monday, February 22, 2016 – Regular Board of Education Meeting – 7:00 p.m. in the HHS Library.

Committee Meetings/Community Events:

- Wednesday, January 27 and February 3 – Capital Project Community Conversation – 6:00 to 7:00 p.m. at John L. Edwards Primary School.
- Tuesday, February 9, 2016 – Capital Project Vote 12 noon to 9:00 p.m.

**EXECUTIVE
SESSION**

Maria McLaughlin made the motion to enter into Executive Session at 9:15 p.m., seconded by William Kappel, to discuss the employment history of a particular person.

Ayes - 7 Nays - 0

MOTION CARRIED

Maria McLaughlin made the motion to come out of Executive Session at 9:38 p.m., seconded by Sage Carter.

Ayes - 7 Nays - 0

MOTION CARRIED

ADJOURNMENT


Maria McLaughlin made the motion to adjourn the meeting at 9:39 p.m., seconded by David Kisselburgh.

Ayes - 7 Nays - 0

MOTION CARRIED



**Maria McLaughlin, President
Board of Education**



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

HUMAN RESOURCES

Personnel Agenda

January 25, 2016

7.

A. TEACHING ASSISTANT APPOINTMENT

Last Name	First Name	Position	Type of Appointment	Location	Hours	Rate of Pay	Effective Date	Notes
1. Gerber	Brittney	Teaching Assistant	4-Year Probationary	HSHS	Not to exceed 40 hrs. per wk.	\$14.72 per hour	1/25/16-1/29/16 Part Time 2/01/16-1/31/20 Full Time	Replacing A. Russo Posting #010416-88

B. TEACHER AIDE APPOINTMENT

Last Name	First Name	Position	Type of Appointment	Location	Hours	Rate of Pay	Effective Date	Notes
1. Seeley	Mary	Teacher Aide	Probationary period of no more than 52 weeks	MCSIS	6.75 hours per day	\$9.00 per hour	1/26/16	To replace S. Dingman Posting #N010416-26

C. ELA/MATH EXPANDED LEARNING TIME PROGRAM APPOINTMENTS

Last Name	First Name	Position	Location	Hours/Rate of Pay	Effective Date	Notes
1. Below	Lori	ELA/Math ELT Program Teacher for Grades K-2	JLE	2 hrs./wk. of instruction for approx. 10 wks. @ \$47/hr. and prep time not to exceed 5 hrs. total @ \$42/hr.	TBD	Funding via Title I Funds
2. Groat	Victoria	ELA/Math ELT Program Teacher for Grades K-2	JLE	2 hrs./wk. of instruction for approx. 10 wks. @ \$47/hr. and prep time not to exceed 5 hrs. total @ \$42/hr.	TBD	Funding via Title I Funds
3. Green	Tanya	ELA/Math ELT Program Teacher for Grades K-2	JLE	2 hrs./wk. of instruction for approx. 10 wks. @ \$47/hr. and prep time not to exceed 5 hrs. total @ \$42/hr.	TBD	Funding via Title I Funds
4. Cousins	Michele	ELA/Math ELT Program Teacher for Grades 3-6	MCSIS	2 hrs./wk. of instruction for approx. 10 wks. @ \$47/hr. and	TBD	Funding via Title I Funds

HUMAN RESOURCES

Personnel Agenda

January 25, 2016

5.	Spanakos	Angela	ELA/Math ELT Program Teacher for Grades 3-6	MCSIS	prep time not to exceed 5 hrs. total @ \$42/hr. 2 hrs./wk. of instruction for approx. 10 wks. @ \$47/hr. and prep time not to exceed 5 hrs. total @ \$42/hr.	TBD	Funding via Title I Funds
6.	McCagg	Alicia	ELA/Math ELT Program Teacher for Grades 3-6	MCSIS	2 hrs./wk. of instruction for approx. 10 wks. @ \$47/hr. and prep time not to exceed 5 hrs. total @ \$42/hr.	TBD	Funding via Title I Funds
7.	Huemmer	Ellen	ELA/Math ELT Program Teacher for Grades 3-6	MCSIS	2 hrs./wk. of instruction for approx. 10 wks. @ \$47/hr. and prep time not to exceed 5 hrs. total @ \$42/hr.	TBD	Funding via Title I Funds
8.	Clark	Jennifer	ELA/Math ELT Program Teacher for Grades 7-8	HJHS	2 hrs./wk. of instruction for approx. 10 wks. @ \$47/hr. and prep time not to exceed 5 hrs. total @ \$42/hr.	TBD	Funding via Title I Funds
9.	Daniel	Carey Ann	ELA/Math ELT Program Teacher for Grades 7-8	HJHS	2 hrs./wk. of instruction for approx. 10 wks. @ \$47/hr. and prep time not to exceed 5 hrs. total @ \$42/hr.	TBD	Funding via Title I Funds
10.	Pitts	Stefanie	ELA/Math ELT Program Teacher for Grades 7-8	HJHS	2 hrs./wk. of instruction for approx. 10 wks. @ \$47/hr. and prep time not to exceed 5 hrs. total @ \$42/hr.	TBD	Funding via Title I Funds

D. CREATE AFTERSCHOOL INSTRUCTIONAL SUPPORT PROGRAM POSITIONS

Positions	Location	Hours/Rate of Pay	Effective Dates	Notes
1. 20 Instructional Positions For ELA, Math & 4 th Grade Science	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant

HUMAN RESOURCES

Personnel Agenda

January 25, 2016

E. AFTERSCHOOL INSTRUCTIONAL SUPPORT PROGRAM APPOINTMENTS

Last Name	First Name	Position	Location	Hours/Rate of Pay	Effective Date	Notes
1. VanAlphen	Cynthia	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89
2. Murphy	Maryann	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89
3. Craft	Audrey	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89
4. Alessi	Lena	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89
5. Parmentier	Marlene	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89
6. Kipp	Diana	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89
7. Cottini	Emma	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89
8. Fiorino	Amy	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89
9. Super	Thomas	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89
10. Wheeler	Deborah	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89
11. Keeler	Kimberly	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89

HUMAN RESOURCES

Personnel Agenda

January 25, 2016

12.	Curry	Stephanie	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89
13.	Millar	Andrew	ELA, Math, 4 th Science Instructional Support Teacher	MCSIS	One hour per week of instruction for 19 weeks @ \$47/hr. and three hours total of prep time @ \$42/hr.	TBD	Funding via Community Schools Grant Posting #011416-89

F. EXTRA-CURRICULAR SPORTS APPOINTMENT*

Last Name	First Name	Position	Season	Stipend	Effective Date	
1.	Briscoe	Shawn	Girls' Varsity Softball Coach	Spring	\$3747	1/26/16

G. SUBSTITUTE STAFF APPOINTMENTS

Last Name	First Name	Position	Certification	Rate of Pay	Effective Date
1.	Akhtar	Nasima	Substitute Teacher Aide	\$9.00 per hour	1/26/16
2.	Aktar	Taslema	Substitute Teacher Aide	\$9.00 per hour	1/19/16
3.	Waldron	Michelle	Substitute Nurse	\$20.00 per hour	1/26/16
4.	Calebaugh	Ellen	Substitute Teacher	\$90.00 per day	1/26/16
5.	Keil	Carole	Substitute Food Service Helper	\$9.00 per hour	1/26/16
6.	Burger	Carol	Substitute Food Service Helper	\$9.00 per hour	1/26/16
7.	Mooers	Kimberly	Substitute Teacher	\$90.00 per day	1/26/16
			Substitute Teaching Assistant	\$14.17 per hour	
8.	Peters	MacKenzie	Substitute Teacher Aide	\$9.00 per hour	1/26/16
			Substitute Teaching Assistant	\$10.83 per hour	

H. EXTENDED SCHOOL DAY STUDENT HELPER APPOINTMENT

Last Name	First Name	Position	Rate of Pay (not to exceed 25 hrs. per wk.)	Effective Date	Notes	
1.	Blake	Jeff	ASP Student Helper	\$13.00 per hour	1/26/16	Funding via Extended School Day Grant

HUMAN RESOURCES Personnel Agenda

January 25, 2016

I. 21ST CENTURY AFTERSCHOOL PROGRAM AIDE RESIGNATION

	Last Name	First Name	Position	Location	Effective Date
1.	Dempsey	Glenda	ASP 1:1 Teacher Aide	JLE	1/04/16

J. ELECTION INSPECTOR FOR SPECIAL ELECTION APPOINTMENT

	Last Name	First Name	Position	Effective Date	District No.	Rate
1.	Quirk	Michael	Election Inspector	2/09/16	Claverack, No. 3	\$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.

***Appointments are contingent upon successful completion of CPR, AED & First Aid for Coaches**