

**Hudson City School District  
Board of Education Meeting  
Monday, February 22, 2016 - 7:00 p.m.  
Hudson Senior High School**

**Minutes Meeting #15**

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A regular meeting of the Hudson City School District Board of Education was held on Monday, February 22, 2016 at the Hudson Senior High School, 215 Harry Howard Avenue, Hudson, NY.

**PLEDGE OF ALLEGIANCE**

The meeting was called to order by Board President Maria McLaughlin at 6:33 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
- Michele Camacho
- James Chaplin, Student Representative (arrived 7:00 p.m.)

**ABSENT:** Sumayyah Shabazz

**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 David Kisselburgh, that the Board of Education accepts the Board Agenda.

Ayes – 6    Nays – 0

**MOTION CARRIED**

**AGENDA  
ACCEPTED**

**Community Budget Workshop:** Sharifa Carbon, School Business Administrator, gave the first budget presentation for the 2016-2017 school budget. Preliminary numbers are showing a two million dollar budget gap, but the State has not released their school aide numbers. Mrs. Carbon is confident that the gap will close. Overall, it is tentatively predicted there will be a 1.8 percent tax levy increase over the 2015-2016 budget, which is well within the State’s levy limit.

**COMMUNITY  
BUDGET  
WORKSHOP**

**Student Representative Report:** James Chaplin reported on the continuing activities of the high school student body. The yearbook is almost complete. Ads are still being accepted. Mock Trials have started. The group will participate in four competitions.

**STUDENT  
REPRESENTATIVE  
REPORT**

**Presentation:** Shawn Delaney and Mathew Nabozny returned to give more information on the Grade\$Count program. The founders of Grade\$Count as well as Gary Malik accompanied them. A PowerPoint presentation was given by Dominic Cioffi, Grade\$Count President, to further explain the concept. Aside from the program being piloted in the district, the group would like to have Hudson City School District students take part in the launching video. More conversation will need to take place after the district attorney reviews the parent permission slips for the video. More information is still needed.

**PRESENTATIONS**

**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 I. Carrie Otty seconded the motion.

Ayes – 6

Nays – 0

**MOTION CARRIED**

**OLD BUSINESS**

**Old Business:**

- A. Policy Committee – The Policy Committee met this evening. Maria McLaughlin stated a lot was accomplished.
- B. Budget Committee – The Budget Committee met today as well, as reviewed the preliminary budget presentation.
- C. Facilities Committee – The Facilities Committee is scheduled to meet on March 1, 2016 at 5 p.m. in the District Conference Room.
  - 1. George Keeler, Superintendent of Buildings and Grounds, updated the Board on the water leak at the MC Smith Intermediate School. The leak has been fixed. The cause was a line in the sprinkler system. There was a lot of water damage to repair.
- D. Audit Committee – The Audit Committee has nothing to report. No meetings are scheduled.

**PUBLIC FORUM**

**Public Forum:** Nobody signed up to speak in public forum.

**BUSINESS OFFICE UPDATE**

**Business Office Update:** The Budget presentation was the business office update.

**SCHOOL IMPROVEMENT UPDATE**

**Office of School Improvement Update:** April Prestipino, Coordinator of School Improvement, updated the board that she has begun budget discussions as they relate to title grants. There will be half-day professional development on March 16, 2016. A DTSDE survey is in the works. Parents, students and teachers are the targeted audience. Ms. Prestipino also shared with the Board that she received an email this morning in regards to the grades 3 – 8 computer based testing. More information will be forthcoming.

**SUPERINTENDENT REPORT**

**Superintendent’s Report:**

- Vision 20/20 Capital Project – Dr. Suttmeier thanked the taxpayers and voters who voted for the capital project. George Keeler, Superintendent of Buildings and Grounds updated the board on the next step. He met with Rhinebeck Architect today. Requests for Proposals are out for construction management firms to give prices on work to be done. Meetings will be set up every two weeks to meet with stakeholders and staff. Stakeholders are administrators, Pre-K through 1<sup>st</sup> grade team, 2<sup>nd</sup> grade team, 6<sup>th</sup> grade team, support staff, environmentalist and PTA/PTO. Every avenue will be utilized to get information out to the public. Construction of the athletic fields is tentatively scheduled for Summer 2017.
- General Updates:
  - All three prospective nurse candidates turned down the position. The nursing shortage is becoming a very serious matter. The district is now beginning to interview LPN’s. The RN position will become a supervisory position, as LPN’s cannot diagnose.
  - Phishing Scam – Additional issues are beginning to arise. Tax returns have been fraudulently filed. There have also been a couple of instances of a retirement account being opened. Fourteen individuals have been affected in total so far. The FBI has been asked to pick this case up. At this time, it is unclear if the FBI or IRS has jurisdiction. As of February 19, 2016, 185 employees have signed up for credit monitoring through IDT 911.

- Celebrating What's Right:
  - Dr. Suttmeier again expressed her thankfulness for a successful Capital Project vote.
  - The Bluehawks basketball teams remain undefeated during the regular season. Mike and Tammy Johnston have donated spectator busses to transport anyone who would like to attend the girls' team in Hoosick Falls and the boys' team at Hudson Valley Community College for playoff games.
  - The clerical staff, who came into work on Saturday as a result of the security breach, has donated their pay for the time they worked back to the District. With their help, affected employees were made aware of the situation very quickly, so they could take the necessary steps to protect themselves. Dr. Suttmeier is greatly appreciative of their selfless dedication.

**SUPERINTENDENT  
REPORT  
(continued)**

James Chaplin left at 8:25 p.m.

**Consensus Agenda:**

**CONSENSUS  
AGENDA**

Maria McLaughlin made the motion to accept consensus agenda item A. Sage Carter seconded the motion.

- A. Be It Resolved that the Board of Education approves the donation of \$772.32 from an anonymous team of Central Office staff as follows:  
 In response to the recent security breach, members of the Central Office representing multiple departments, were called to come in that Saturday to make phone calls and send information to affected staff via e-mail or mailings. The Saturday teams compiled and checked lists of all district employees within the last two years to insure that they were aware of the breach and were given the information provided by the Superintendent, including the steps to begin the process of protecting their identity. Although no member of the Saturday team wanted or expected to be paid for their time, according to NYS labor law, staff must be paid for the hours worked above their normal work hours. Therefore, the group has collectively decided to give the money back to the district in the form of a donation. We are not doing this for recognition and are therefore donating anonymously as a group. We are doing this because we take pride in our jobs and the Hudson City School District. The expedited dissemination of information to safeguard all district employees was the goal and driving force behind working that Saturday, not personal gain.

Ayes – 6                      Nays – 0                      **MOTION CARRIED**

Maria McLaughlin made a motion to open consensus agenda item B for discussion. Sage Carter seconded the motion.

- B. Be It Resolved that the Board of Education accepts the attached 2016 Capital Project Professional Services Agreement with Rhinebeck Architecture which, if acceptable, will be finalized by an AIA – B132 Standard Form of Agreement between Owner and Architect – Construction Manager as Advisor Addition.

David Kisselburgh made the motion to accept consensus agenda item B. William Kappel seconded the motion

Ayes – 5                      Nays – 0                      Abstain – 1 (Sage Carter)                      **MOTION CARRIED**

Maria McLaughlin made a motion to accept consensus agenda items C through F. David Kisselburgh seconded the motion.

Ayes – 6                      Nays – 0                      **MOTION CARRIED**

- C. Be It Resolved, that the Board of Education accepts a 201-2016 Health Services Contract for HCDS students, who attend LaSalle Institute, located in the North Greenbush Common School District, as attached.
- D. Be It Resolved, that the Board of Education accepts the attached Emergency Transportation Contract from February 22, 2016 through March 19, 2016 for a new CSE student.

**CONSENSUS AGENDA (continued)**

**Consensus Agenda (continued):**

- E. Be It Resolved, that the Board of Education approves a field trip request from Gail Wheeler, Community Schools Writing Center Coordinator, to bring students to the Emily Dickinson Museum in Amherst, MA on March 22, 2016, at no cost to the District.
- F. Be It Resolved, that the Board of Education arranges for placement of students with disabilities (CPSE/CSE meetings held on December 18, 2015, January 6, 7, 21, 27, 29, February 2, 5, 9, 10, 11, 12, 2016).

**NEW BUSINESS**

**New Business:**

- A. Substitute Teacher Pay Rates – The Hudson City School District raised substitute rates in January 2015. The attached chart compared Hudson’s rate with other districts in the area. Discussion will continue at a future meeting about another increase.
- B. Consolidated Voting Districts – The new OpScan electronic voting machines are expensive for the County Board of Elections to provide to us. The Board of Elections has suggested the school district decrease the number of polling locations, especially given the historically low voter turn-out in comparison to the total number of registered voters in the District. The Board asked Dr. Suttmeier to provide more information via email and they would make a definitive decision at the March 14, 2016 Board of Education meeting.
- C. Focusing on the Future – Hudson City School District is out of Focus after more than ten years of being designated by New York State Department of Education. The designation of being a Focus district will be lifted publicly on February 26, 2016. Dr. Suttmeier and April Prestipino presented the history of district’s designation to the board and presented a celebratory cake to the board members. David Kisselburgh congratulated Dr. Suttmeier and April Prestipino on the district’s success and attributed the success to their working so well together as a team. Likewise, Dr. Suttmeier credited the students, teachers, administrators and community partners for doing all the work.

**PUBLIC FORUM**

**Public Forum:** Nobody from the public signed up to speak. However, the board shared their amazement of the performance of *Turning 15 on the Road to Freedom*.

**UPCOMING MEETING DATES**

**Upcoming Meeting Dates:**

- **Board of Education Meetings:**
  - March 14, 2016 – Regular Board of Education Meeting – 7:00 p.m. in the High School Library
  - March 28, 2016 – Regular Board of Education Meeting – 6:00 p.m. in the High School Library
- **Committee Meetings/Community Events:**
  - Facilities Committee Meeting – March 1, 2016 – 5:00 p.m. in the District Conference Room
  - Budget Workshop (Special Education) – Monday, March 14, 2016 – 6:00 – 7:00 p.m. during regular board of education meeting.

**EXECUTIVE SESSION**

**Executive Session:** Maria McLaughlin made the motion to enter into executive session for the purpose of discussing the employment history of a particular person at 9:30 p.m. William Kappel seconded the motion.

Ayes – 6

Nays – 0

**MOTION CARRIED**

**ADJOURNMENT**

Maria McLaughlin made the motion to come out of Executive Session at 9:45 p.m., and adjourn the meeting. William Kappel seconded the motion.

Ayes – 6

Nays – 0

**MOTION CARRIED**

Maria McLaughlin, President  
Board of Education

Leslie M. Coons, Clerk  
Board of Education

# HUMAN RESOURCES

## Personnel Agenda

February 22, 2016

8.

### A. CREATE SAT PREP TEACHER POSITIONS

	Position	Location	Hours	Rate of Pay	Effective Dates	Notes
1.	SAT Prep Class 1 – Math Teacher	HSHS	Classes will run for one day per week; two hours each day	\$47/hr. for instruction (total 12 hrs.) \$42/hr. for Prep Time (total 6 hrs.)	3/14/16- 4/22/16	Funding via Community Schools Grant
2.	SAT Prep Class 1 – English Teacher	HSHS	Classes will run for one day per week; two hours each day	\$47/hr. for instruction (total 12 hrs.) \$42/hr. for Prep Time (total 6 hrs.)	3/14/16- 4/22/16	Funding via Community Schools Grant

### B. TEACHING ASSISTANT RESIGNATION

	Last Name	First Name	Position	Location	Effective Date
1.	Lappe	Dylan	Teaching Assistant	HSHS	End of business 2/12/16

### C. TEACHER AIDE RESIGNATION

	Last Name	First Name	Position	Location	Effective Date
1.	Thorpe	Courtney	UPK Classroom Aide	JLE	End of business 1/22/16

### D. TEACHER AIDE APPOINTMENT

	Last Name	First Name	Position	Type of Appointment	Location	Hours	Rate of Pay	Effective Date	Notes
1.	Akter	Taslema	UPK Classroom Aide	Probationary period of no more than 52 weeks	JLE	6.5 hrs. per day	\$9.00 per hr.	2/23/16	To replace C. Thorpe Posting #N012916-32

# HUMAN RESOURCES

## Personnel Agenda

February 22, 2016

### E. FOOD SERVICE HELPER TERMINATION

Last Name	First Name	Position	Location	Effective Date
1. Byrne	Irene	Food Service Helper	HJSHS	12/14/15

### F. EXTRA-CURRICULAR SPORTS APPOINTMENT\*

Last Name	First Name	Position	Season	Stipend	Effective Date
1. Hoffman	Jacob	Modified Track Coach	Spring	\$2623	2/23/16

### G. SUBSTITUTE STAFF APPOINTMENTS

Last Name	First Name	Position	Certification	Rate of Pay	Effective Date
1. Connor	Brendan	Substitute Teaching Assistant Substitute Teacher Aide	N/A	\$10.83 per hour \$9.00 per hour	2/23/16
2. Trachtenberg	Chet	Substitute Teaching Assistant Substitute Teacher Aide	N/A	\$10.83 per hour \$9.00 per hour	2/23/16

### H. REMOVE FROM SUBSTITUTE LIST

Last Name	First Name	Position	Effective Date	Notes
1. Akter	Taslema	Substitute Teacher Aide	2/23/16	Took full-time position

### I. EXTENDED SCHOOL DAY STUDENT HELPER APPOINTMENTS

Last Name	First Name	Position	Rate of Pay (not to exceed 25 hrs. per wk.)	Effective Date	Notes
1. Gambino	John	ASP Student Helper	\$9.00 per hour	2/23/16	Funding via Extended School Day Grant
2. Daniel	Todd	ASP Student Helper	\$10.00 per hour	2/23/16	Funding via Extended School Day Grant

# HUMAN RESOURCES

## Personnel Agenda

February 22, 2016

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**