

**Hudson City School District  
Special Board of Education Meeting  
Monday, October 23, 2017 – 6:30 p.m.  
John L. Edwards Primary School Cafeteria**

**Minutes Meeting #8**

A Special Meeting of the Hudson City School District Board of Education was held on Monday, October 23, 2017 at the John L. Edwards Primary School Cafeteria, 360 State Street, Hudson, NY.

**PLEDGE OF ALLEGIANCE**

The regular meeting was called to order by Carrie Otty at 7:00 p.m. following the John L. Edwards Primary School Curriculum Workshop with the following Board Members in attendance:

**PRESENT:** Carrie Otty, Board President  
Maria McLaughlin, Board Vice President  
Linda Hopkins  
Willette Jones  
Sage Carter

**ABSENT:** David Kisselburgh  
Sumayyah Shabazz  
Noah Taylor (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

**AGENDA  
ACCEPTED**

**Acceptance of Agenda:** Board President, Carrie Otty, made a motion to accept the board meeting agenda with the following changes:

- Move Curriculum Workshop to #1.
- Correct the figure in #15Ai for Harold R. Clune, Inc. to \$876,900.
- Correct wording in #15M to include retro-active payment of \$1,200 for the athletic secretary for the 2016-2017 school year.

Board Vice-President, Maria McLaughlin, seconded the motion.

**Ayes – 4    Nays – 0**

**MOTION CARRIED**

Student Representative, Noah Taylor, was not present to give a report.

**PERSONNEL  
AGENDA**

**Personnel Agenda:** Board President, Carrie Otty, made a motion to accept Personnel Agenda items A through AA. Board Member, Sage Carter, seconded the motion.

**Ayes – 4    Nays – 0**

**MOTION CARRIED**

**OLD BUSINESS**

**Old Business:**

Facilities Committee – Board Member, Sage Carter, reported that the Facilities Committee had a meeting on October 17, 2017.

**FACILITIES  
COMMITTEE  
UPDATE**

- Discussion regarding the need for more bleacher seating was discussed at length. Mr. Keeler asked the committee to consider portable seating for the visitor side of the athletic field for two specific reasons: 1) There has never been more than 200 visitors; 2) The berm will cost money to move. If at the end of the capital project there is money left over, the Board can reconsider permanent bleachers. However, permanent bleachers may require a sidewalk and handicapped seating to be ADA compliant. Currently, there is a handicapped section on the home side that is ADA compliant. The additional bleachers being added to the home side were funded through the building materials budget. There will be a total of 618 seats on the home side.

**Old Business (continued):**

Facilities Committee (continued)

- More lights are being added to the existing light poles to light dark corners of the field for safety. The concession stand was moved to the south corner away from the restrooms and locker rooms. The traffic flow of people was much less congested and there was more room for concession patrons.
- The new driveway at the High School is almost complete. Guardrails need to be installed. Coordination with the City or Town for traffic redirection will be looked into. Communication will be handled prior to the change.
- Ground breaking took place at MC Smith Intermediate School. Bids have been awarded, contracts will be approved during tonight's meeting. So far, Phase II is on schedule.
- The solar project has started in the back field behind the high school
- The Facilities Use Policy will be comprehensively updated to include the legalities of waiving fees. Other district policies will be used as a guide.

**OLD BUSINESS  
(continued)  
FACILITIES  
COMMITTEE  
UPDATE  
(continued)**

**Business Administrator's Report:** Mrs. Sharifa Carbon, School Business Administrator, reported on the following:

- Tax Collection: Mrs. Debbie Long has been doing a great job maintaining continuity in the treasurer's office while the tax collection process continues. Reminder notices went out this week.
- The payroll and benefits processes continue to improve with WinCap.
- Purchasing processes continue to improve with WinCap.
- Scott Preusser of Raymond G. Preusser, CPA, is scheduled to meet with Dr. Suttmeier and Mrs. Carbon this week. He will present the External Audit report to the Board at the November 13, 2017 meeting.
- The MC Smith Intermediate School kitchen will soon be feeding 1,000 students. This is a kitchen that was not built to be a cooking kitchen. Mrs. Carbon asked the Board to consider a consultation agreement to organize and adapt the current space to a functional cooking kitchen. As soon as Mrs. Carbon has received a proposal, she will forward it to the Board for approval before presenting at a board meeting. The estimated cost of the agreement will come out of the food service budget, and not impact the general fund budget. Mrs. Carbon reminded the Board that the Food Service Department is completely self-supporting.

**BUSINESS  
ADMINISTRATOR  
REPORT**

**Coordinator of School Improvement Report:** Mrs. April Prestipino, Coordinator of School Improvement, reported on the following:

- October 20, 2017 was a regional Questar III Professional Development Day. At least half of the schools in the Questar III region participated. The FOSS Representative was here to give demonstrations with the new elementary FOSS Science kits. Administrators visited various sites during the day. Feedback has been mixed so far.
- October 20 kicked off a number of professional development days coming up on the HCSD school calendar.
- Decisions need to be made about computer-based testing for grades 3 through 8. A plan needs to go forward with a scoring process in place. The District will seek guidance from Questar III in hopes they will be the Lead Agency. The deadline is December 15, 2017.
- Restorative Justice – Alyssa Sabatino, new Associate Principal, comes to us with significant expertise in Restorative Justice practices. Ms. Sabatino holds voluntary professional development every Monday for teachers. A Board presentation will be scheduled. Roll out will be in small steps with reasonable and practicable actions being taken.
- Observations of teachers and administrators have begun.

**COORDINATOR OF  
SCHOOL  
IMPROVEMENT  
REPORT**

**SUPERINTENDENT  
REPORT  
CAPITAL PROJECT  
GENERAL UPDATES**

**Superintendent's Report:**

1. Capital Project Update – Board Member, Sage Carter, covered the Capital Project Update in her Facilities Committee Report.
2. General Updates –
  - Dr. Suttmeier, Board President, Carrie Otty, and Board Member, Willette Jones, attended the NYSSBA Conference in Lake Placid October 12-14, 2017. The group split up to attend as many sessions as possible. Sessions included Parent Engagement, Career & Technical Education, including Urban Teacher Prep and a second year kindergarten program.
  - Super Eval is up and running. Dr. Suttmeier has entered her goals for the board members to review.
  - Dr. Suttmeier will be meeting with administrators to complete the 2017-2018 targets for BOE review.
3. Celebrating What's Right –
  - Craig Bender hosted "Kids Need Music" at the Ghent Playhouse on Sunday, October 22, 2017. Scott Vorwald accompanied with nine of our HCSD students, who played the clarinet. Proceeds will go to our District for musical instruments. The district is very fortunate to have community support and individuals like Craig Bender to support our students.

**CELEBRATING  
WHAT'S RIGHT**

**CONSENSUS  
AGENDA**

**Consensus Agenda:** Board President, Carrie Otty, made a motion to accept consensus agenda items A through U. Board Vice President, Maria McLaughlin, seconded the motion.

**Ayes – 6 Nays – 0**

**MOTION CARRIED**

**BOARD MEETING  
MINUTES 6 & 7**

- A. Be It Resolved, that the Board of Education approves the following Board Meeting Minutes, as attached:
  - i. Board Meeting Minutes #6, dated September 21, 2017, pages 3847-3848;
  - ii. Board Meeting Minutes #7, dated September 26, 2017, pages 3849-3853.
- B. Be It Resolved, that the Board of Education considers a request to grant a waiver of building use fees to Hudson Elks Lodge #787 for use of the Jr. High School gymnasium on November 11, 2017 for the Elks Annual Hoop Shoot.
- C. Be It Resolved, that the Board of Education approves the attached Change Order #C0003 for Shaker Flats in the amount of \$8,977.50 for removal and replacement of 535 ft. of chain link fence at construction entrance, as indicated on the attached.
- D. Be It Resolved, that the Board of Education approves the attached Change Order #C0004 for Shaker Flats in the amount of \$75,305.45 for Bio-retention as per the architect's HS-C301 and HS-C401 dated 6/30/2017, as indicated on the attached.
- E. Be It Resolved, that the Board of Education approves the attached Phase II Contractor contracts resulting from the approved bid results of September 21, 2017:
  - a. Jersen Construction Group – General Construction
  - b. Mazone Plumbing & Heating – Plumbing Construction
  - c. DiGesare Mechanical Inc. – Mechanical Construction
  - d. Harold R. Clune, Inc. – Electrical Construction
- F. Be It Resolved, that the Board of Education approves the attached Independent Contractor Agreement with Youth Voices Center, Inc. to perform the Power of Peace program at Hudson Jr./Sr. High School at the cost of \$25,000.00 funded by the Extended School Day Grant, effective September 2017 through June 2018.
- G. Be It Resolved, that the Board of Education approves the attached Independent Contractor Agreement with Michael Arterberry to facilitate workshop meetings with students during the 2017-18 school year at the cost of \$200.00 per hour funded by My Brother's Keeper Grant.
- H. Be It Resolved, that the Board of Education approves the attached Consultant Agreement with Mental Health Association of Columbia and Greene Counties, Inc. to provide homework help to McKinney-Vento Program-eligible students at a cost of \$6,000.00, effective July 1, 2017 through June 30, 2018.
- I. Be It Resolved, that the Board of Education approves a transportation contract to transport three HCSD students designated McKinney-Vento, who were relocated to Catskill, at a total anticipated cost of \$6,510.00 for the time period of September 10 through November 8, 2017.

**WAIVER OF FEES**

**CHANGE ORDERS  
C0004 & C0005**

**PHASE II  
CONTRACTS**

**YOUTH VOICES  
CENTER CONTRACT**

**MICHAEL  
ARTERBERRY  
CONTRACT  
MHACGC  
CONSULTANT  
AGREEMENT**

**TRANSPORTATION  
CONTRACT**

**Consensus Agenda (continued)**

- J. Be It Resolved, that the Board of Education approves a contract addendum in the total anticipated amount of \$3,720.00, as attached, for a student placed at the Goff/Questar Program through IEP requirements.
- K. Be It Resolved, that the Board of Education approves the attached Memorandum of Agreement dated October 3, 2017 between HCSD, Superintendent Suttmeier, and HTA, which addresses after-school assignment and compensation for a registered nurse to attend sports practices and games for the 2017-2018 fall sports season only.
- L. Be It Resolved, that the Board of Education hereby approves the employment contract of the Superintendent of Schools covering the period of July 1, 2017 through June 30, 2022, a copy of which shall be on file with the District Clerk.
- M. Be It Resolved, that the Board of Education approves a stipend for the Athletic Director's secretary in the amount of \$1,200 retroactively for the 2016-2017 school year, and \$1,200 for the 2017-2018 school year, for duties included in her current position.
- N. Be It Resolved, that the Board of Education approves the following Junior High School Annual Charters for the 2017-2018 school year, as attached:
  - Project Hallway Sewing Club    Yearbook
  - Student Council                      Junior Honor Society
  - Breakfast Club                      Afterschool Club
- O. Be It Resolved, that the Board of Education approves the following Senior High School Annual Charters for the 2017-2018 school year, as attached:
  - Art Club                                  Golf Club
  - High School Band                      Italian Club
  - Baseball Club                            Kindness Club
  - Boys' Basketball                        Math Club
  - Yearbook                                  Mock Trial
  - Bluehawk Running Club                National Honor Society
  - Class of 2018                              The Owl
  - Class of 2019                              Robotics
  - Class of 2020                              Students Against Destructive Decisions
  - The Drama Club                         Softball Club
  - Environmental Club                      Spanish Club
  - Football                                    Student Council
  - Gay-Straight Alliance                    Varsity Club
- P. Be It Resolved, that the Board of Education accepts the Treasurer's Report for the months of July and August 2017, as attached.
- Q. Be It Resolved, that the Board of Education accepts the attached Budget Status Report for the months of July and August 2017.
- R. Be It Resolved, that the Board of Education accepts the Hudson Junior High School Monthly Financial Report for the month of September 2017, as attached.
- S. Be It Resolved, that the Board of Education accepts the Hudson Senior High School Monthly Financial Report for the month of September 2017, as attached.
- T. Be It Resolved, that Alyssa Sabbatino 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;

**CONSENSUS  
AGENDA  
(continued)  
TRANSPORTATION  
CONTRACT**

**HTA MOA**

**SUPERINTENDENT  
EMPLOYMENT  
CONTRACT**

**ATHLETIC  
SECRETARY  
STIPEND**

**JHS ANNUAL  
CHARTERS**

**HHS ANNUAL  
CHARTERS**

**TREASURER'S  
REPORTS  
BUDGET STATUS  
REPORT  
JHS FINANCIAL  
REPORT  
HHS FINANCIAL  
REPORT**

**LEAD  
EVALUATORS**

**CONSENSUS  
AGENDA  
(continued)  
LEAD  
EVALUATORS  
(continued)**

**Consensus Agenda (continued):**

- 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
- 8) Specific considerations in evaluating teachers 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.
- U. Be It Resolved, that the Board of Education arranges for placement of students with disabilities (CPSE/CSE meetings held on August 14, September 18, 25, 27, 28, 29, October 2, 3, 4, 5, 10, 11, 12, 18, 2017).

**CPSE/CSE  
PLACEMENTS**

There is no new business to discuss and nobody signed up to speak in public forum.

**UPCOMING  
MEETING DATES**

**Upcoming Meeting Dates:**

Board of Education Meetings

**BOE MEETINGS**

- Monday, November 13, 2017 at 6:00 p.m. – JHS Curriculum Workshop followed by a Regular Board of Education Meeting at the Hudson Junior High School Library.
- Monday, November 27, 2017 at 6:00 p.m. – MCSIS Curriculum Workshop followed by a Regular Board of Education Meeting at the MC Smith Intermediate School Library.

**COMMITTEE  
MEETINGS AND  
EVENTS**

Committee Meetings and Events:

- Policy Committee Meeting – Friday, November 3, 2017 at 3 p.m. in Dr. Suttmeier's office.

**EXECUTIVE  
SESSION**

**Executive Session:** Board President, Carrie Otty, made a motion to enter into executive session for the purpose of contract negotiations, at 8:00 p.m. Board Vice President, Maria McLaughlin, seconded the motion.

**Ayes – 4 Nays – 0**

**MOTION CARRIED**

Board President, Carrie Otty, made a motion to exit executive session at 8:46 p.m. Board Vice President, Maria McLaughlin, seconded the motion.

**Ayes – 4 Nays – 0**

**MOTION CARRIED**

**ADJOURNMENT**

**Adjournment:** Board President, Carrie Otty, made a motion to adjourn the meeting at 8:46 p.m. Board Member, Sage Carter, seconded the motion. The meeting was adjourned.

**Ayes – 4 Nays – 0**

**MOTION CARRIED**



**Carrie Otty, President  
Board of Education**



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

8.

**A. NON-REPRESENTED EMPLOYEES – SALARY INCREASE**

|    | Last Name  | First Name | Position                          | Salary Increase  | Effective Date        |
|----|------------|------------|-----------------------------------|------------------|-----------------------|
| 1. | Carbon     | Sharifa    | School Business Administrator     | 4% Rate Increase | 7/01/17               |
| 2. | Prestipino | April      | Coordinator of School Improvement | 4% Rate increase | 7/01/17               |
| 3. | McDonald   | Dawn       | Secretary to the Superintendent   | 4% Rate Increase | 2016-2017 school year |

**B. CHANGE IN TEACHER'S PROBATIONARY PERIOD**

|    | Last Name | First Name | Tenure Area       | Location | Former Probationary End Date | New Probationary End Date | Notes  |
|----|-----------|------------|-------------------|----------|------------------------------|---------------------------|--|
| 1. | O'Brien   | Beth       | Special Education | MCSIS    | 8/31/21                      | 8/31/20                   | Credit granted for prior NYS tenure and receipt of APPR rating |

**C. NEMO MENTOR APPOINTMENT**

|    | Mentor     | New Teacher    | New Teacher Assignment | Stipend | Effective Date | Notes   |
|----|------------|----------------|------------------------|---------|----------------|---|
| 1. | Diana Kipp | Marybeth Diego | ENL                    | \$700   | Half Year      | Per regulations, the district is responsible to provide mentoring to new teachers |

# HUMAN RESOURCES

## Personnel Agenda

October 23, 2017

### D. TEACHING AND LEARNING COACH (TLC) APPOINTMENTS

| Last Name | First Name | Position      | Location | Stipend | Effective Date        | Notes                     |
|-----------|------------|---------------|----------|---------|-----------------------|---------------------------|
| Hanley    | Jill       | RtI TLC Coach | District | \$3,000 | 2017-2018 school year | Funding via Title IA      |
| Green     | Tanya      | ENL TLC Coach | District | \$3,000 | 2017-2018 school year | Funding via Title III ELL |

### E. ENRICHMENT EXTRA LEARNING TIME APPOINTMENT

| Last Name | First Name | Position                             | Location | Hours/Rate of Pay  | Effective Dates   | Notes                     |
|-----------|------------|--------------------------------------|----------|--|-------------------|---------------------------|
| Smith     | Bridget    | Instructional Teacher for Grades 2-5 | MCSIS    | 2 hrs. per week of Instruction @ \$47/hr. and up to 10 hrs. Prep Time @ \$42/hr. | 10/02/17-06/15/18 | Funding via General Funds |

### F. ENL EXPANDED LEARNING TIME (ELT) APPOINTMENTS

| Last Name                   | First Name                   | Position                            | Location | Hours/Rate of Pay  | Effective Dates                                      | Notes                        |
|-----------------------------|------------------------------|-------------------------------------|----------|--|--|------------------------------|
| Galeano                     | Kerry                        | ENL Teacher                         | HSHS     | 40 hrs. of Instruction @ \$47/hr.; Prep time not to exceed 8 hrs. total @ \$42/hr.               | Dates and times will be determined at building level | Funding via Title III Part A |
| Coryell                     | Julia                        | ENL Teacher                         | HJHS     | 40 hrs. of Instruction @ \$47/hr.; Prep time not to exceed 8 hrs. total @ \$42/hr.               | Dates and times will be determined at building level | Funding via Title III Part A |
| Backlund<br>Diego<br>Falvey | Laura<br>Marybeth<br>Kristin | ENL Teachers will share 2 positions | MCSIS    | Total of 26 hrs. each of Instruction @ \$47/hr. ; Prep time not to exceed 5 hrs. each @ \$42/hr. | Dates and times will be determined at building level | Funding via Title III Part A |

### G. HOME INSTRUCTOR APPOINTMENT

| Last Name | First Name | Position                | Hours            | Rate of Pay      | Effective Date    | Notes  |
|-----------|------------|-------------------------|------------------|------------------|-------------------|--|
| Barnes    | Beth       | Home Instructor (Tutor) | 5 hours per week | \$45.00 per hour | 09/29/17-10/24/17 | Will tutor student as a result of \$3214 Hearing |

# HUMAN RESOURCES

## Personnel Agenda

October 23, 2017

### H. CREATE TEACHING ASSISTANT POSITION

| Position                      | Location | Hours                           | Effective Date | Notes                                   |
|-------------------------------|----------|---------------------------------|----------------|---|
| 1. 1.0 FTE Teaching Assistant | HJHS     | Not to exceed 35 hours per week | 10/24/17       | Posting #100317-16<br>New SPED Position |

### I. TEACHING ASSISTANT STAFF APPOINTMENT

| Last Name | First Name | Position           | Type of Appointment | Location | Tenure/Certification Area                     | Hours          | Rate of Pay      | Effective Dates   | Notes                                   |
|-----------|------------|--------------------|---------------------|----------|---|----------------|------------------|-------------------|---|
| 1.        | Maiuri     | Teaching Assistant | 4-Year Probationary | JLE      | Teaching Assistant/Teaching Assistant Level 1 | 7 hrs. per day | \$15.90 per hour | 10/25/17-10/24/21 | Replacing K. Howe<br>Posting #090817-12 |

### J. TEACHING ASSISTANT STAFF TRANSFER

| Last Name | First Name | Position                   | Transferring From | Transferring To | Effective Date |
|-----------|------------|----------------------------|-------------------|-----------------|----------------|
| 1.        | Stells     | 1.0 FTE Teaching Assistant | JLE               | MCSIS           | 09/05/17       |

### K. TEACHING ASSISTANT STAFF TERMINATION

| Employee Number | Position           | Tenure Area        | Location | Effective Date             | Notes   |
|-----------------|--------------------|--------------------|----------|----------------------------|---|
| 1. 102317       | Teaching Assistant | Teaching Assistant | HSHS     | Close of business 11/22/17 | On administrative leave with pay through 11/22/17 |



# HUMAN RESOURCES

## Personnel Agenda

October 23, 2017

### L. TEACHER AIDE STAFF APPOINTMENT

| Last Name | First Name | Position | Type of Appointment  | Location | Hours                          | Rate of Pay     | Effective Date | Notes               |
|-----------|------------|----------|--|----------|--------------------------------|-----------------|----------------|---------------------|
| 1.        | Jaramillo  | Michelle | 1:1 Teacher Aide<br>Probationary period of no more than 52 weeks | HSHS     | 6.5 hours per day<br>7:45-2:45 | \$9.70 per hour | 10/10/17       | Posting #NO91417-20 |

### M. TEACHER AIDE STAFF INCREASE IN HOURS UPDATE

| Last Name | First Name | Position | Location | Current Time | Current Hours | New Time  | New Hours | Effective Date |
|-----------|------------|----------|----------|--------------|---------------|-----------|-----------|----------------|
| 1.        | Khatun     | Hamida   | JLE      | 7:15-2:15    | 6.5           | 7:15-2:30 | 6.75      | 10/05/17       |
| 2.        | Gower      | Pamela   | JLE      | 7:15-2:15    | 6.5           | 7:00-2:30 | 7.0       | 09/05/17       |
| 3.        | Rhymaun    | Margaret | HJHS     | 8:00-2:30    | 6.0           | 8:00-2:45 | 6.25      | 09/06/17       |
| 4.        | Akter      | Taslema  | JLE      | 7:00-2:15    | 6.75          | 7:00-2:30 | 7.0       | 10/05/17       |
| 5.        | Begum      | Marjan   | JLE      | 7:15-2:30    | 6.5           | 7:30-2:45 | 6.75      | 10/05/17       |
| 6.        | Andretta   | Elena    | HJHS     | 8:00-2:30    | 6.0           | 7:15-2:30 | 6.75      | 09/05/17       |
| 7.        | Akter      | Rasheda  | HJHS     | 7:45-2:45    | 6.5           | 7:15-2:45 | 7.0       | 09/05/17       |
| 8.        | Conte      | Mary     | JLE      | 7:15-2:00    | 6.25          | 7:00-2:30 | 7         | 09/05/17       |
| 9.        | Pitcher    | Virginia | MCSIS    | 7:30-3:00    | 7             | 7:30-3:15 | 7.25      | 09/06/17       |
| 10.       | Ferrusi    | Kathy    | MCSIS    | 7:30-3:00    | 7             | 7:15-3:00 | 7.25      | 09/06/17       |
| 11.       | Seely      | Mary     | MCSIS    | 7:30-2:45    | 6.25          | 7:30-3:00 | 7         | 09/06/17       |
| 12.       | Akter      | Mahfuza  | MCSIS    | 7:30-3:00    | 7             | 7:15-3:15 | 7.5       | 09/06/17       |

### N. TEACHER AIDE STAFF DECREASE IN HOURS UPDATE

| Last Name | First Name      | Position | Location | Current Time | Current Hours | New Time  | New Hours | Effective Date |
|-----------|-----------------|----------|----------|--------------|---------------|-----------|-----------|----------------|
| 1.        | Genito          | Nicole   | JLE      | 7:15-2:45    | 7.0           | 7:15-2:30 | 6.75      | 10/05/17       |
| 2.        | Turner-Campbell | Lira     | JLE      | 7:15-2:45    | 7.0           | 8:00-2:00 | 5.5       | 10/05/17       |

# HUMAN RESOURCES

## Personnel Agenda

October 23, 2017

|    |        |         |              |       |           |      |           |   |          |
|----|--------|---------|--------------|-------|-----------|------|-----------|---|----------|
| 3. | Cooley | Shannon | Teacher Aide | MCSIS | 7:30-3:15 | 7.25 | 7:30-3:00 | 7 | 09/06/17 |
|----|--------|---------|--------------|-------|-----------|------|-----------|---|----------|

### O. FOOD SERVICE STAFF RESIGNATION

| Last Name | First Name | Position            | Location | Effective Date             |
|-----------|------------|---------------------|----------|----------------------------|
| 1.        | Whalen     | Food Service Helper | HSHS     | Close of business 10/13/17 |

### P. FOOD SERVICE HELPER APPOINTMENTS

| Last Name | First Name | Position | Type of Appointment | Location                        | Hours              | Rate of Pay      | Effective Date | Notes                                      |
|-----------|------------|----------|---------------------|---------------------------------|--------------------|------------------|----------------|--|
| 1.        | Kelly      | Jasmine  | Food Service Helper | HSHS or District-wide as needed | 5.75 hours per day | \$11.50 per hour | 10/24/17       | Replacing L. Whalen Posting #N100317-23    |
| 2.        | McHugh     | Diane    | Food Service Helper | HSHS or District-wide as needed | 4 hours per day    | \$11.50 per hour | 10/27/17       | Replacing H. Blanschan Posting #N092817-22 |

### Q. SUBSTITUTE STAFF APPOINTMENTS

| Last Name | First Name | Position  | Certification | Rate of Pay   | Effective Date |
|-----------|------------|---|---------------|---|----------------|
| 1.        | Dingman    | Stephanie<br>Substitute Teacher<br>Substitute Teaching Assistant<br>Substitute Teacher Aide | Non-Certified | \$90.00 per day<br>\$12.00 per hour<br>\$11.00 per hour | 10/24/17       |
| 2.        | Gerlach    | Richard<br>Substitute Teacher   | Non-Certified | \$90.00 per day   | 10/24/17       |
| 3.        | LaChance   | Shannon<br>Substitute Teacher<br>Substitute Teaching Assistant<br>Substitute Teacher Aide   | Non-Certified | \$90.00 per day<br>\$12.00 per hour<br>\$11.00 per hour | 10/16/17       |
| 4.        | Schertel   | Virginia<br>Substitute Teacher<br>Substitute Teaching Assistant<br>Substitute Teacher Aide  | Non-Certified | \$90.00 per day<br>\$12.00 per hour<br>\$11.00 per hour | 10/16/17       |
| 5.        | Sweatt     | Victoria<br>Substitute Teacher<br>Home Instructor   | Certified     | \$105.00 per day<br>\$20.00 per hour                    | 10/24/17       |

# HUMAN RESOURCES

## Personnel Agenda

October 23, 2017

|     |         |         |   |               |                                      |          |
|-----|---------|---------|---|---------------|--------------------------------------|----------|
| 6.  | Connor  | Brendan | Substitute Teacher Assistant<br>Substitute Teacher Aide | Non-Certified | \$12.00 per hour<br>\$11.00 per hour | 09/25/17 |
| 7.  | Akther  | Roby    | Substitute Teacher Aide                                 | N/A           | \$11.00 per hour                     | 10/16/17 |
| 8.  | Harnett | Carol   | Substitute Food Service Helper                          | N/A           | \$10.50 per hour                     | 10/24/17 |
| 9.  | Hodges  | Julia   | Substitute Food Service Helper                          | N/A           | \$10.50 per hour                     | 10/24/17 |
| 10. | Whalen  | Lauren  | Substitute Teacher Aide                                 | N/A           | \$11.00 per hour                     | 10/16/17 |

### R. REMOVE FROM SUBSTITUTE LISTS

|    | Last Name | First Name | Position   | Effective Date             |
|----|-----------|------------|--|----------------------------|
| 1. | Hamm      | Kelsey     | Substitute Teaching Assistant<br>Substitute Teacher Aide | 10/24/17                   |
| 2. | Kelly     | Jasmine    | Substitute Food Service Helper                           | Close of business 10/23/17 |
| 3. | McHugh    | Diane      | Substitute Food Service Helper                           | Close of business 10/23/17 |
| 4. | Morocco   | Charlene   | Substitute Food Service Helper                           | Close of business 10/30/17 |

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

|    | Last Name | First Name | Position                                       | Season | Stipend | Effective Date |
|----|-----------|------------|--|--------|---------|----------------|
| 1. | Peck      | Rodney     | Boys' Modified Basketball Coach                | Winter | \$3147  | 10/24/17       |
| 2. | Wood      | Jennifer   | Varsity & JV Basketball Cheerleading Advisor** | Winter | \$2249  | 10/24/17       |
| 3. | Blakeman  | Jane       | Girls' Varsity Swimming Coach                  | Winter | \$3711  | 10/24/17       |
| 4. | Mort      | James      | Boys' Varsity Swimming Coach**                 | Winter | \$3711  | 10/24/17       |

\*\*Pending completion of First Aid Course

### T. EXTRA-CURRICULAR SPORTS TERMINATIONS

|    | Last Name | First Name | Position                          | Effective Date |
|----|-----------|------------|-----------------------------------|----------------|
| 1. | LaCasse   | Michael    | Boys' JV Football Coach           | 10/10/17       |
| 2. | Himmel    | Scott      | Boys' JV Football Assistant Coach | 10/10/17       |

# HUMAN RESOURCES

## Personnel Agenda

October 23, 2017

### U. CREATE AFTERSCHOOL PROGRAM COORDINATOR POSITION

| Position                                 | Type of Appointment     | Hours                             | Salary                                | Effective Date | Notes  |
|--|-------------------------|-----------------------------------|---------------------------------------|----------------|--|
| 1. Full-Time (12 months) ASP Coordinator | Provisional Appointment | Monday-Friday 9:30 a.m.-5:30 p.m. | \$30,000 annually<br><b>Pro-rated</b> | 10/24/17       | Candidates will be required to obtain a reachable score when the next examination is offered through Columbia County Civil Service. Funding via My Brother's Keeper Grant. Posting #N092217-21 |

### V. CREATE AFTERSCHOOL TEACHER AIDE POSITIONS

| Position   | Location         | Hours  | Rate of Pay   | Effective Dates              | Notes  |
|--|------------------|--|---|------------------------------|--|
| 1. 3 – 1:1 Teacher Aides for the Afterschool Program | 2-MCSIS<br>1-JLE | Monday-Friday, 2:30 p.m.-5:30 p.m. (when the student is present) | \$12.50 per hour or contractual rate, whichever is higher | Immediately through 06/22/18 | To meet IEP requirements. Funding via 21 <sup>st</sup> Century Grant |

### W. AFTERSCHOOL PROGRAM COORDINATOR APPOINTMENT

| Last Name  | First Name | Position                                  | Type of Appointment     | Hours                             | Salary                                | Effective Date | Notes  |
|------------|------------|---|-------------------------|-----------------------------------|---------------------------------------|----------------|--|
| 1. Collins | Daren      | Full-Time Afterschool Program Coordinator | Provisional Appointment | Monday-Friday 9:30 a.m.-5:30 p.m. | \$30,000 annually<br><b>Pro-rated</b> | 10/24/17       | Posting #N092217-21<br>Funding via My Brother's Keeper Grant |

# HUMAN RESOURCES

## Personnel Agenda

October 23, 2017

### X. SCRUB CLUB COORDINATOR APPOINTMENT

| Last Name | First Name | Position  | Location               | Hours/Rate of Pay | Effective Date  | Notes    |   |
|-----------|------------|-----------|------------------------|-------------------|---|----------|---|
| 1.        | Forsyth    | Stephanie | Scrub Club Coordinator | HSHS              | Total of 6 hours per month of instruction @ \$47/hr. and total of 2 hours per month of Prep Time @ \$42/hr. | 10/24/17 | Funding via Extended School Day Grant<br>Posting #090817-13 |

### Y. AFTERSCHOOL PROGRAM TEACHER AIDE APPOINTMENT

| Last Name | First Name | Position | Location                                     | Hours | Rate of Pay  | Effective Date  | Notes    |   |
|-----------|------------|----------|--|-------|--|---|----------|---|
| 1.        | Nicholson  | Theresa  | 1:1 Teacher Aide for the Afterschool Program | MCSIS | Monday-Friday 2:30 p.m.-5:30 p.m. (when student is present at program) | \$12.50 per hour or current contractual rate, whichever is higher | 10/24/17 | Funding via 21 <sup>st</sup> Century Grant<br>Posting #N100517-24 |

### Z. 21<sup>ST</sup> CENTURY PROGRAM STUDENT HELPER APPOINTMENTS

| Last Name | First Name | Position | Rate of Pay (not to exceed 25 hrs. per wk.) | Effective Date  | Notes    |  |
|-----------|------------|----------|---|-----------------|----------|--|
| 1.        | Cora       | Nisaa    | ASP Student Helper                          | \$9.70 per hour | 10/24/17 | Funding via 21 <sup>st</sup> Century Grant |
| 2.        | Knight     | Yazmine  | ASP Student Helper                          | \$9.70 per hour | 10/24/17 | Funding via 21 <sup>st</sup> Century Grant |
| 3.        | Kohut      | Emma     | ASP Student Helper                          | \$9.70 per hour | 10/24/17 | Funding via 21 <sup>st</sup> Century Grant |
| 4.        | Orr        | Sharona  | ASP Student Helper                          | \$9.70 per hour | 10/24/17 | Funding via 21 <sup>st</sup> Century Grant |
| 5.        | Rivette    | Nicole   | ASP Student Helper                          | \$9.70 per hour | 10/24/17 | Funding via 21 <sup>st</sup> Century Grant |
| 6.        | Webster    | Savannah | ASP Student Helper                          | \$9.70 per hour | 10/24/17 | Funding via 21 <sup>st</sup> Century Grant |
| 7.        | Williams   | Jaliya   | ASP Student Helper                          | \$9.70 per hour | 10/24/17 | Funding via 21 <sup>st</sup> Century Grant |

# HUMAN RESOURCES

## Personnel Agenda

October 23, 2017

### AA. AFTERSCHOOL PROGRAM STUDENT HELPER RESIGNATIONS

|    | Last Name | First Name | Position           | Effective Date | Notes                          |
|----|-----------|------------|--------------------|----------------|--------------------------------|
| 1. | Thomas    | Shevar     | ASP Student Helper | 10/01/17       | Extended School Day Grant      |
| 2. | Stone     | Emily      | ASP Student Helper | 10/01/17       | 21 <sup>st</sup> Century Grant |
| 3. | Canarte   | Elena      | ASP Student Helper | 10/23/17       | 21 <sup>st</sup> Century Grant |

### BB. 21<sup>ST</sup> CENTURY PROGRAM INSTRUCTOR APPOINTMENT

|    | Last Name | First Name | Position       | Rate of Pay (not to exceed 10 hrs. per wk.) | Effective Date | Notes                                      |
|----|-----------|------------|----------------|---|----------------|--|
| 1. | Canarte   | Elena      | ASP Instructor | \$20.00 per hour                            | 10/24/17       | 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