

COHOES CITY SCHOOL DISTRICT

**Board of Education
Cohoes, New York
Cohoes Middle School – Library**

**Business Meeting
August 1, 2018
5:00 PM**

(The Board of Education may entertain a motion to enter into an executive session subject to Board approval.)

MINUTES

I. The Meeting was called to order at 5:05 p.m. by Board President, Mr. Nolin.

ROLL CALL

Present: Mr. Pascale
Mr. McDonald
Mrs. Giller
Mr. Jackson
Mr. Nolin

Excused: Mrs. Frangie
Mrs. Annely

Also Present: Dr. Jennifer Spring, Superintendent
Ms. Peggy O'Shea, Assistant Superintendent for Education Services
Mrs. Stacy Mackey, School Business Official

MOTION: THAT the Board of Education enters into Executive Session at 5:05 p.m. to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Moved by: Mr. Pascale
All voted "Aye"

Seconded by: Mr. McDonald
Motion carried 5-0

EXECUTIVE SESSION TIME: 5:08 PM

Present: Mr. Pascale
Mr. McDonald
Mrs. Giller
Mr. Jackson
Mr. Nolin

Excused: Mrs. Frangie
Mrs. Annely

Also Present: Dr. Jennifer Spring, Superintendent
Ms. Peggy O'Shea, Assistant Superintendent for Education Services
Mrs. Stacy Mackey, School Business Official

MOTION: To adjourn Executive Session and re-enter Open Session at 6:10 p.m.

Moved by: Mr. McDonald
All voted "Aye"

Seconded by: Mr. Pascale
Motion carried 5-0

OPEN SESSION: TIME: 6:11 PM

ROLL CALL

Present: Mr. Pascale
Mr. McDonald
Mrs. Giller
Mr. Jackson
Mr. Nolin

Excused: Mrs. Frangie
Mrs. Annely

Also Present: Dr. Jennifer Spring, Superintendent
Ms. Peggy O'Shea, Assistant Superintendent for Education Services
Mrs. Stacy Mackey, School Business Official

MOTION: To accept the Minutes of the Board of Education Reorganization and Business Meetings of July 2, 2018.

Moved by: Mr. McDonald
All voted "Aye"

Seconded by: Mr. Pascale
Motion carried 5-0

II. PRESIDENT'S REPORT
Presentation by Brian Nolan, Director of Food Service

III. SUPERINTENDENT'S REPORT
CURRICULUM AND INSTRUCTION
Ms. O'Shea discussed some recent and upcoming positions.
BUSINESS AND OPERATIONS
Ms. Mackey and the Board discussed the boiler at Harmony Hill, the roof at the Middle School and recent meetings concerning the extended school year (with a spreadsheet to follow when final numbers are available).

IV. BOARD OF EDUCATION DISCUSSION OF AGENDA ITEMS
Items VIII (F) and VIII (S)

V. COMMUNITY DISCUSSION OF AGENDA ITEMS

VI. OLD BUSINESS

VII. REPORT FROM MEMBERS OF THE BOARD OF EDUCATION

- A. THAT the Board of Education approves a contract with ARC of Rensselaer County located at 79 102nd Street, Troy, New York for the provision of high school student transition services by a Transition Specialist (1.0 FTE) and Transition Coordinator (0.5 FTE) at a rate of \$84,000 for the 2018-19 school year.
- B. THAT the Board of Education approves the amended final contract for 2017-18 with the Capital Region Board of Cooperative Education Services (BOCES) in the amount of \$3,636,793.88
- C. THAT the Board of Education approves the preliminary contract with the Capital Region Board of Cooperative Education Services (BOCES) for the 2018-19 fiscal year in the amount of \$3,017,025.44
- D. THAT the Board of Education approves an Agreement between the Cohoes City School District and the Cohoes Child Development Center (Cohoes Community Center) at 22-40 Remsen Street, Cohoes, New York for the operation of an Expanded Pre-Kindergarten for three-year old students from September 1, 2018 through June 30, 2019.
- E. THAT the Board of Education approves an Agreement between the Cohoes City School District and the Cohoes Child Development Center (Cohoes Community Center) at 22-40 Remsen Street, Cohoes, New York for the operation of an Expanded Pre-Kindergarten for four-year old students from September 1, 2018 through June 30, 2019.
- F. THAT the Board of Education approves an Agreement between the Cohoes City School District and the Cohoes Child Development Center (Cohoes Community Center) at 22-40 Remsen Street, Cohoes, New York for the operation of a Universal Pre-Kindergarten Program from September 1, 2018 through June 30, 2019.
- G. THAT the Board of Education approves the Agreement with H.M.B. Consulting, 3 Douglas Lane, Voorheesville, New York for food service consultation as outlined for the 2018-19 school year at a consultation rate of \$705 per day.
- H. THAT the Board of Education authorizes the transfer of remaining capital project funds, in the amount of \$703,807, to the Debt Service Reserve to be utilized to finance debt obligations.

- I. THAT the Board of Education approves the following contractual increases in the May 2018 CPI Of 2.2%

Star & Strand Transportation Inc.

Contract E251274 – Annual Contract \$384,563

Contract E251278 – Annual Contract \$329,177

Contract E261172 – Trip: \$142.25, Aide: \$80.71 per day

- J. THAT the Board of Education establishes the following prices for meals for the 2018-2019 school year:

Food Services Pricing			
Breakfast Prices			
	Student Full Price	Reduced Price	Adult Price (sales tax to be added)
Full Breakfast	\$1.30	\$0.25	\$2.30
Lunch Prices			
Full Lunch	\$2.90	\$0.25	\$3.80

Ala carte items as per bid specifications

- K. THAT the Board of Education adopts the Cohoes Middle School Code of Conduct for the 2018-2019 school year.

L. THAT the Board of Education awards the 2018-19 Custodial Supplies bid dated May 31, 2018 as follows:

Custodial Products & Description	Pyramid School Products	E. A. Morse & Co., Inc	Green Facility Solution	W. B. Mason Co, Inc	The Sherwin Williams Co	Unipak Corp	Interboro	Hill & Markes, Inc
Multi Surface All Purpose Cleaner, Concentrated								\$ 73.40
Quaternary Disinfectant Cleaner, Concentrated								\$ 40.00
Degreaser, Concentrated								\$ 86.14
Glass & Surface Cleaner								\$ 78.55
Floor Finish								\$ 69.75
Wood Floor Gym Finish				\$ 187.68				
Timberclean Deep Scrub Wood Floor Cleaner								\$ 38.00
Timberguard Sport Wood Floor Finish with Hardener								\$ 355.00
Sno Plow								\$ 10.29
Foam Hand Soap								\$ 31.64
Facilipro Nexa Waterless Foam Sanitizer								\$ 37.05
Micro Fiber Mop Head	\$ 14.97							
Finish Mop Head	\$ 56.28							
Disposable Vinyl Gloves XL							\$ 16.90	
Disposable Vinyl Gloves Medium							\$ 16.90	
Disposable Vinyl Gloves Small							\$ 16.90	
Eraser Sponges				\$ 32.97				
Oxivir Five 16 Concentrated Smartdose				\$ 49.99				
Wypall X70 Wipers Workhorse Manufactured Rags								\$ 11.09
Kimberly Clark Wet Task Wipes				\$ 53.29				\$ 66.08
Urine Digester - Red Clover Tea								\$ 36.55
Micro Fiber Clothes	\$ 12.48							
Kraft Waxed Feminine Hygiene Sani-Bag				\$ 11.78				
Stripping Pad				\$ 18.09				
Maroon Prep Pad	\$ 14.99							
3 M Stainless Steel Cleaner & Polish								\$ 108.80
Dust Mop Handles	\$ 57.48							
WaveBrake Mop Bucket & Wringer								\$ 39.75
3M Easystrap Duster	\$ 40.95							
Micro Fiber Dust Mop Heads 18"	\$ 3.99							
Micro Fiber Dust Mop Heads 24"	\$ 4.49							
Micro Fiber Dust Mop Heads 48"	\$ 5.69							
Micro Fiber Dust Mop Heads 60"	\$ 6.99							
Wire Dust Mop Frames 18"				\$ 1.78				
Wire Dust Mop Frames 24"				\$ 1.95				
Wire Dust Mop Frames 48"				\$ 3.63				
Wire Dust Mop Frames 60"				\$ 4.87				
Heavy Duty Trash Can Liners - 40x48						\$ 18.40		
Heavy Duty Trash Can Liners - 30x37						\$ 21.10		
Facial Tissue								\$ 12.75
Toilet Tissue				\$ 34.08				
Roll Paper Towels		\$ 38.46						
Roll Paper Towels								\$ 31.08
F32T8/735 Alto Lamps								\$ 36.60
Universal Voltage 2 Lamp F32T8 Ballast								\$ 83.30
Universal Voltage 3 Lamp F32T8 Ballast								\$ 94.40
Universal Voltage 4 Lamp F32T8 Ballast								\$ 105.50
Field Marking Paint					\$ 27.35			
Field Marking Paint					\$ 27.35			
Spray Paint, Athletic Field Marking					\$ 28.50			
Spray Paint, Athletic Field Marking					\$ 28.50			

VIII. RECOMMENDATIONS FROM THE SUPERINTENDENT – PERSONNEL

INSTRUCTIONAL

- A. THAT the Board of Education **amends** Item VIII (G) of the June 20, 2018 Minutes to read as follows:

THAT the Board of Education appoints the following teachers as per the CTA contract to the 2018 Secondary School Regents Review Classes effective July 31 - August 15, 2018 contingent upon enrollment:

Geometry	Cory Toles
Chemistry	Alicia Tommasino
Global Studies	Rob Santarcangelo TJ Keegan

- B. THAT the Board of Education **amends** Item VIII (H) of the May 16, 2018 Minutes as follows:

THAT the Board of Education appoints the following individuals as proctors, scorers and/or substitutes for the August 2018 Regents exams:

Jaclyn Berghela	Karin Lackmann
Kerry Bottenfield	Rich Morris
Elain Briceland	Rachel Polaski
William DeCerco	Robert Santarcangelo
Keith Fischer	Carolyn Santoro
Matt Flannery	Megan Schultz
Drake Galarneau	Brian Smith
Fallon Jennings	Gabrielle White
Mike Kloczko	Dawn Maddalena
Laura Murawski	John Gelatt
Erica Rapp	Alicia Tommasino
Fiona Recchia	

- C. THAT the Board of Education accepts the resignation of Christina Scott from her position as Art Teacher (AL/HH).
Effective: July 11, 2018
- D. THAT the Board of Education accepts the resignation of Jennifer Masker from her position as Special Education (CMS).
Effective: July 18, 2018
- E. THAT the Board of Education approves a salary increase due to additional teaching assignments for the following individual for the 2018-2019 school year:

Judith Kubik – 0.2 FTE as per CTA contract – Science (1.2 FTE total) CMS
Effective: September 1, 2018 through June 30, 2019

- F. THAT the Board of Education creates the following positions:
 - 1.0 FTE English Teacher @ CMS
 - 0.4 FTE Dean of Students @ CHS

- G. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby appoints Patricia Scott to the position of Nurse, R.N. subject to the rules of the Cohoes Civil Service Commission on an emergency conditional basis in accordance with the Civil Service Rules such appointment is a probationary appointment.

BE IT FURTHER RESOLVED THAT this appointment is made on an emergency conditional basis and subject to both a statement from Ms. Scott regarding criminal conviction(s) or pending criminal charges and the receipt of criminal background clearance from the Commissioner of Education. Her continued employment is specifically contingent upon the District’s receipt of notice from the Commissioner of Education that she is fully cleared for employment.

Patricia Scott

Position.....Nurse, R.N. (CMS)
 Effective Date.....September 1, 2018
 Probation Period.....February 28, 2019
 Salary.....Step 5 of the current CTA contract
 ReasonReplaces Cheryl Barber
 (who transferred to VSGS to replace Rachel Marer)

- H. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District appoints Amanda Kerbein to a four-year conditional term in the tenure area of Speech effective September 1, 2018 and expiring on August 31, 2022 on an emergency conditional basis. Ms. Kerbein holds Initial Certification in the area of Speech and Language Disabilities.

BE IT FURTHER RESOLVED THAT this appointment is made on an emergency conditional basis and subject to both a statement from Ms. Kerbein regarding criminal conviction(s) or pending criminal charges and the receipt of criminal background clearance from the Commissioner of Education. Ms. Kerbein’s continued employment is specifically contingent upon the District’s receipt of notice from the Commissioner of Education that she is fully cleared for employment.

Amanda Kerbein

Position.....1.0 FTE Speech Teacher
 Certification.....Speech and Language Disabilities
 Tenure Area.....Speech

Effective Date.....September 1, 2018
Tenure Date.....August 31, 2022
Salary.....Step 1 of the current CTA Contract
Reason.....Replaces Karin Sencer
..... (who transferred to BOE newly created position in 2017-18 SY)

I. THAT the Board of Education approves days per diem, not to exceed two (2), for Amanda Kerbein and Karin Sencer, Speech Teachers, for curriculum writing during the summer of 2018.

J. THAT the Board of Education approves days per diem, not to exceed two (2), for Patricia Scott, Nurse, R.N. and Cheryl Barber, Nurse, R.N. for curriculum writing for the summer of 2018.

K. THAT the Board of Education appoints the following nurses to work no more than 12 hours each to perform sports physicals and related work during the summer of 2018:

Alex Meehan and Cheryl Barber

L. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District appoints Amanda Kapusniak to a four-year conditional term in the tenure area of Guidance Counselor effective September 1, 2018 and expiring on August 31, 2022 on an emergency conditional basis. Ms. Kapusniak holds Provisional Certification in the area of School Counselor.

BE IT FURTHER RESOLVED THAT this appointment is made on an emergency conditional basis and subject to both a statement from Ms. Kapusniak regarding criminal conviction(s) or pending criminal charges and the receipt of criminal background clearance from the Commissioner of Education. Ms. Kapusniak’s continued employment is specifically contingent upon the District’s receipt of notice from the Commissioner of Education that she is fully cleared for employment.

Amanda Kapusniak

Position..... .1.0 FTE School Counselor
Certification.....School Counselor
Tenure Area..... Guidance Counselor
Effective Date.....September 1, 2018
Tenure Date.....August 31, 2022
Salary.....Step 4 of the current CTA Contract
Reason.....Replaces Megan Beauchamp

M. THAT the Board of Education approves days per diem, not to exceed 15, for Amanda Kapusniak, School Counselor, during the summer of 2018.

N. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District appoints Nicole Lassone to a four-year conditional term in the tenure area of

Mathematics effective September 1, 2018 and expiring on August 31, 2022 on an emergency conditional basis. Ms. Lassone holds Initial Certification in the area of Mathematics 7-12.

BE IT FURTHER RESOLVED THAT this appointment is made on an emergency conditional basis and subject to both a statement from Ms. Lassone regarding criminal conviction(s) or pending criminal charges and the receipt of criminal background clearance from the Commissioner of Education. Ms. Lassone’s continued employment is specifically contingent upon the District’s receipt of notice from the Commissioner of Education that she is fully cleared for employment.

Nicole Lassone

Position..... 1.0 FTE Mathematics
Certification..... Mathematics 7-12
Tenure Area..... Mathematics
Effective Date.....September 1, 2018
Tenure DateAugust 31, 2022
Salary.....Step 3 of the current CTA Contract
ReasonReplaces Lisa Volland

- O. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District appoints Terrin Griffin to a four-year conditional term in the tenure area of English effective September 1, 2018 and expiring on August 31, 2022 on an emergency conditional basis. Ms. Griffin holds Professional Certification in the area of English 7-12.

BE IT FURTHER RESOLVED THAT this appointment is made on an emergency conditional basis and subject to both a statement from Ms. Griffin regarding criminal conviction(s) or pending criminal charges and the receipt of criminal background clearance from the Commissioner of Education. Ms. Griffin’s continued employment is specifically contingent upon the District’s receipt of notice from the Commissioner of Education that she is fully cleared for employment.

Terrin Griffin

Position..... 1.0 FTE English Teacher
Certification.....English 7-12
Tenure Area.....English
Effective Date.....September 1, 2018
Tenure DateAugust 31, 2022
Salary.....Step 6 of the current CTA Contract
Reason Replaces Amy Fink
.....(who transferred to CMS for BOE newly created position)

- P. THAT the Board of Education appoints the following teachers as 2018 Secondary Summer School Substitutes per the CTA contract:

*Jaclyn Berghela	*Drake Galarneau	*Robert Santarcangelo
*Kerry Bottenfield	*Fallon Jennings	*Carolyn Santoro
*Elaine Briceland	*Mike Kloczko	*Megan Schultz
*William DeCerco	*Karin Lackmann	*Brian Smith
*Keith Fischer	*Rich Morris	*Gabrielle White
*Matt Flannery	*Rachel Polaski	*Fiona Recchia

***Indicates CTA member who should be called first**

- Q. THAT the Board of Education appoints the following individuals to the Building Leadership Teams listed below for the 2018-19 school year:

Abram Lansing Elementary School

Jennifer Crucetti
Christina Kellar
Melissa Lowden
Jackie Skidmore
Erin Terrizzi
Carol Blide
Cliff Bird

Harmony Hill Elementary School

Stacy Smith
Pam Bertrand
MaryBeth Cepiel
Brett Daley
Kate Lamica
Mark Perry

Van Schaick Grade School

Carrie Bennett
Bonnie-Jo Bellville
Katrina Keith
Pam Krupski
Anna Muscatello
Marilyn Case
Jacqueline DeChiaro

Cohoes Middle School

Carrie Briggs
Patricia Caputo
Elaine Flatow
Lindsay Fontaine
MaryAnn Bailey
Kelly Tessier
Deanna Kelly
Dan Martinelli

Cohoes High School

Alicia Tomasino
Amanda Powers
Kelly Majuri
Caryn Dollard
Heather Ball
Linda Nadeau-Skroupa
Laura Tarlo
Bryan Wood

NON-INSTRUCTIONAL

- R. THAT the Board of Education appoints Jamie Harris as Central Treasurer (Clubs & Activities) for the 2018-19 school year.
- S. THAT the Board of Education appoints Dianna Mendoza as a Central Office substitute clerical at \$20 per hour.
Effective: August 1, 2018

T. THAT the Board of Education authorizes days not to exceed five (5) at the per diem rate (per CSEA contract) for Pam Krupski to provide summer secretarial support at Van Schaick Grade School.

Effective: August 1, 2018

U. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby appoints Danielle Waters to the position of full-time Teacher Aide subject to the rules of the Cohoes Civil Service Commission on an emergency conditional basis, in accordance with the Civil Service Rules, such appointment is a probationary appointment.

BE IT FURTHER RESOLVED THAT this appointment is made on an emergency conditional basis and subject to both a statement from Ms. Waters regarding criminal conviction(s) or pending criminal charges and the receipt of criminal background clearance from the Commissioner of Education. Her continued employment is specifically contingent upon the District’s receipt of notice from the Commissioner of Education, that she is fully cleared for employment.

Danielle Waters

Position..... 1.0 FTE Teacher Aide (CMS)
Effective Date.....September 1, 2018
Probation Period.....February 28, 2019
Salary.....Entry level per current CSEA contract
Reason Replaces Sherry Stanley
(who transferred to HS to fill Deborah DeCelle’s former position)

V. Sherrri Dan

Position..... 1.0 FTE Teacher Aide (HHS)
Effective Date.....September 1, 2018
Probation Period.....February 28, 2019
Salary.....Entry level per current CSEA contract
ReasonReplaces Sue Monson

W. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby appoints Lisa Buck to the position of part-time Teacher Aide subject to the rules of the Cohoes Civil Service Commission on an emergency conditional basis, in accordance with the Civil Service Rules, such appointment is a temporary appointment.

BE IT FURTHER RESOLVED THAT this appointment is made on an emergency conditional basis and subject to both a statement from Ms. Buck regarding criminal conviction(s) or pending criminal charges and the receipt of criminal background clearance from the Commissioner of Education. Her continued employment is specifically contingent upon the District’s receipt of notice, from the Commissioner of Education, that she is fully cleared for employment.

Lisa Buck

Position..... Part-Time Teacher Aide (AL)
Effective Date..... September 1, 2018 through June 30, 2019
Salary.....\$11.25 per hour
Reason Replaces Sandra Smith

- X. THAT the Board of Education appoints the following individual to the coaching position listed below for the 2018-2019 school year, contingent upon acceptable program enrollment:

<u>CO-CURRICULAR ACTIVITY</u>	<u>NAME</u>	<u>FTE</u>
Soccer - Girls, JV	Brian Smith	1.0

ADDENDA

- Y. BE IT RESOLVED that the Board of Education of the Cohoes City School District hereby extends the employment of Dr. Jennifer Spring to June 30, 2021, amends the employment agreement dated February 4, 2015, authorizes the Board President to execute said Addendum and authorizes payment in accordance therewith.
- Z. THAT the Board of Education accepts the resignation of Kelly Majuri from her position as Mathematics Teacher (CHS).
Effective: July 31, 2018

IX. RECOMMENDATIONS FROM THE SUPERINTENDENT - BUSINESS/FINANCE

X. FINANCIAL REPORTS (Recommended by the Superintendent)

- A. I recommend that the following reports be accepted by the Board of Education:
 - 1. Warrants – N/A
 - 2. Budget Transfer – N/A
 - 3. Budget Status Reports – N/A
 - 4. Bank Reconciliation Report – N/A
 - 5. Extracurricular Activity Report – N/A
 - 6. Internal Claims Audit Report – N/A

BOARD ACTION ON CONSENT AGENDA

MOTION: THAT the Board of Education amends Item **VIII F** to read as **VIII F (a)** and **(b)** and removes only VIII F (b) from the consent agenda for a separate vote.

Moved by: Mrs. Giller
All voted "Aye"

Seconded by: Mr. Pascale
Motion carried 5-0

VIII F (b)

Moved by: Mr. Nolin
Voted "Aye" – Mr. McDonald
Mrs. Giller
Mr. Jackson
Mr. Nolin

Seconded by: Mrs. Giller
Motion carried 4-1

Voted "Nay" – Mr. Pascale

MOTION: THAT the Board of Education amends Item **VIII S** to add the words "**not to exceed 20 days.**"

Moved by: Mrs. Giller
All voted "Aye"

Seconded by: Mr. Nolin
Motion carried 5-0

MOTION: THAT the Board of Education adopts the following resolutions of the August 1, 2018 Agenda:

VII (A-L) and VIII (A-F (a), G-R, S as amended, T-Z)

Moved by: Mr. Pascale
All voted "Aye"

Seconded by: Mrs. Giller
Motion carried 5-0

XI. INFORMATION AND CONSIDERATION

XII. COMMENTS FROM BOARD OF EDUCATION MEMBERS

- District Priorities Revisited
- Boiler at HH and Roof at CMS
- Safety & Hiring Security
- Conditions of the Fields and the RFP for Weeding, Pruning & Mowing

XIII. QUESTIONS AND STATEMENTS FROM AUDIENCE

XIV. BOARD POLICY REVIEW

XV. DATES FOR FUTURE MEETINGS

August 29, 2018, Cohoes Middle School Library at 6:00 p.m.

MOTION: THAT the Board of Education re-enters into Executive Session at 7:52 p.m. to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Moved by: Mr. Pascale
All voted "Aye"

Seconded by: Mr. McDonald
Motion carried 5-0

EXECUTIVE SESSION TIME: 7:58 PM

Present: Mr. Pascale
 Mr. McDonald
 Mrs. Giller
 Mr. Jackson
 Mr. Nolin

Excused: Mrs. Frangie
 Mrs. Annely

Also Present: Dr. Jennifer Spring, Superintendent
 Ms. Peggy O'Shea, Assistant Superintendent for Education Services
 Mrs. Stacy Mackey, School Business Official

DISCUSSION

XVI. ADJOURNMENT

MOTION: To adjourn at 8:55 p.m.

Moved by: Mr. McDonald
All voted "Aye"

Seconded by: Mr. Pascale
Motion carried 5-0

District Clerk