

COHOES CITY SCHOOL DISTRICT

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

**Business Meeting
December 12, 2018
6:00 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 6:04 p.m. by Board President, Mr. Nolin.

ROLL CALL

Present: Mr. Pascale
Mr. McDonald (*arrived at 6:29 p.m.*)
Mrs. Frangie
Mrs. Giller
Mr. Jackson
Mr. Nolin

Excused: 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 Meeting of November 28, 2018.

Moved by: Mrs. Frangie
All voted "Aye"

Seconded by: Mrs. Giller
Motion carried 5-0

II. PRESIDENT'S REPORT

- A. Jennifer Ballard and the secondary school band performed some melodies from tomorrow night's CHS/CMS Winter Concert to be held in the high school auditorium from 6:00 p.m. to 8:00 p.m.
- B. The Building Leadership Teams from the three elementary schools presented their commitments, priorities and steps to assure success for the 2018-19 school year. Questions were asked and answered.
- C. Dr. Spring announced the District will be hosting the Capital District School Boards Association's (CAPSBA) annual dinner this year on January 24, 2019. Further details will be provided to the Board as they unfold.

III. SUPERINTENDENT'S REPORT

A. Curriculum and Instruction

Dr. Spring announced the school district has been awarded a New York State Education Department grant for \$137,761 that will allow an additional Pre-K classroom to accommodate 18 three-year-old students at Harmony Hill School – the only elementary school without a three-year-old Pre-K classroom in the district. Sixteen students have already been confirmed.

B. Business and Operations by Stacy Mackey, School Business Official

Reporting: The district treasurer has created new account codes to comply with building level program reporting (ESSA) and has provided budget templates to principals with a 1/4/19 deadline for completion. Medicaid Cost Reports – 2017/18 School Year are due 1/18/19. The budget timeline and long range financial plan will be shared in January.

RPFs: RFP for Internal Audit – required every five years & External Audit RFP this spring – our external auditors will no longer be providing financial auditing to school districts.

Facilities Update: James Stapleton is on the agenda as Director of Facilities with a start date of December 27.

IV. BOARD OF EDUCATION DISCUSSION OF AGENDA ITEMS

The Board expressed their appreciation of the donations on tonight's agenda.

V. COMMUNITY DISCUSSION OF AGENDA ITEMS

VI. OLD BUSINESS

VII. REPORT FROM MEMBERS OF THE BOARD OF EDUCATION

A. THAT the Board of Education accepts the Minutes of the Committee on Special Education for the following meeting dates: 10/18/18, 11/1/18, 11/5/18, 11/7/18, 11/13/18, 11/15/18, 11/19/18, 11/27/18, 11/28/18, 11/29/18 and 11/30/18.

B. THAT the Board of Education approves the District-Wide Emergency Response Plan for the 2018-19 school year.

C. THAT the Board of Education accepts a donation in the amount of \$4,014 from the Ellen Sinopoli Dance Company to be used for Arts and Education at Abram Lansing Elementary School.

D. THAT the Board of Education **amends** the 2018/19 Budget in the amount of \$4,014 to cover Arts and Education at Abram Lansing Elementary School.

VIII. RECOMMENDATIONS FROM THE SUPERINTENDENT – PERSONNEL

INSTRUCTIONAL

A. THAT the Board of Education appoints the following individuals to the Substitute Teacher and Tutor list:

Aponte, Diana	Gabriel, Elise
Biel, Patrick	Hare, Thomas
Daniels, John	Ryan, Anne
Ferraro, Ashley	Vargas, Miriam

Effective: December 13, 2018

- B. THAT the Board of Education accepts the resignation of Kristie Guerriero from her position as Special Education Teacher (CMS).

Effective: January 2, 2019

NON-INSTRUCTIONAL

- C. THAT the Board of Education **amends** Item VIII (D) from the November 28, 2018 Minutes to read as follows:

BE IT RESOLVED THAT the Board of Education of the Cohoes City School District appoints Lisa Burgess in the area of Pre-K Teacher Aide for the term of 11/26/18 - 6/30/19.

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

Position..... 1.0 FTE 3-Year-Old Pre-K Teacher Aide (VS)
 Effective Date.....November 26, 2018
 Salary.....~~\$11,655~~ \$12,354
 Reason Temporary Position-Grant Funded

- D. THAT the Board of Education accepts the termination of Alyeesha Quinn from her position as Part-Time Teacher Aide (VS).

Effective: Immediately

- E. THAT the Board of Education accepts the termination of Joe Dooley from his position as Part-Time Teacher Aide (CHS).

Effective: Immediately

- F. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby provisionally appoints James Stapleton to the position of Director of Facilities III, 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 Mr. Stapleton regarding criminal conviction(s) or pending criminal charges and the receipt of criminal background clearance from the Commissioner of Education. Mr. Stapleton’s continued employment is specifically contingent upon the District’s receipt of notice from the Commissioner of Education that he is fully cleared for employment.

James Stapleton

Position..... 1.0 FTE Director of Facilities III (provisional)
Effective Date..... December 27, 2018
Probation Period..... June 26, 2019
Salary.....\$75,000
Reason Replaces Jonathan Heigel

- G. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District appoints Sandy Smith in the area of Pre-K Teacher Aide for the term of 12/3/18 - 6/30/19.

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

Sandy Smith

Position..... 1.0 FTE 4-Year-Old Pre-K Teacher Aide (VS)
Effective Date..... December 3, 2018
Salary.....\$11,966
Reason Temporary Position-Grant Funded

- H. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District appoints Karen Beattie in the area of Pre-K Teacher Aide for the term of 12/3/18 - 6/30/19.

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

Karen Beattie

Position..... 1.0 FTE 3-Year-Old Pre-K Teacher Aide (VS)
 Effective Date..... December 3, 2018
 Salary.....\$11,966
 Reason Temporary Position-Grant Funded

- I. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby appoints Melissa Semenske 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 a statement regarding criminal convictions(s) or pending criminal charges and the receipt of criminal background clearance from the Commissioner of Education. Employment is specifically contingent upon the District's receipt of notice from the Commissioner of Education that the individual is fully cleared for employment.

Melissa Semenske

Position..... Part-Time Teacher Aide (CHS)
 Effective Date..... December 13, 2018 through June 30, 2019
 Salary..... \$11.25 per hour
 ReasonReplaces Maureen Finnen (transferred to VS)

- J. 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:

CO-CURRICULAR ACTIVITY	NAME	FTE
Basketball – Girls, Assistant Coach – Unpaid	Bailei Tetrault	0.0

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 – November 2018
 2. Budget Transfer – November 2018
 3. Budget Status Reports – November 2018
 4. Bank Reconciliation Report – November 2018
 5. Extracurricular Activity Report – November 2018
 6. Internal Claims Audit Report – N/A

BOARD ACTION ON CONSENT AGENDA

MOTION: THAT the Board of Education adopts the following resolutions of the December 12, 2018 Agenda:

VII (A-D); VIII (A-J) and X (A)

Moved by: Mr. Pascale
All voted "Aye"

Seconded by: Mrs. Giller
Motion carried 6-0

XI. INFORMATION AND CONSIDERATION

- A. THAT the Board of Education is advised of a donation in the amount of \$5 from David Kinney, a Cohoes resident to be used for education at Cohoes High School.
- B. THAT the Board of Education is advised of a donation in the amount of \$200 from Angelo Falato, a Cohoes resident to be used for education at Cohoes High School.

XII. COMMENTS FROM BOARD OF EDUCATION MEMBERS

- A. The need for district procedures for training new staff in emergency response procedures as they are hired in addition to the annual staff training was discussed.
- B. The status of an additional part-time safety officer at the elementary level that was discussed.
- C. An inquiry was made about the staff survey performed by Jen Sangaicomo regarding performance evaluation of the district's new programs.
- D. The Board inquired about the ESSA survey for students and families.
- E. Goal setting for a NYSSBA retreat was discussed.

XIII. QUESTIONS AND STATEMENTS FROM AUDIENCE

XIV. BOARD POLICY REVIEW

First Reading

0110 – Sexual Harassment

XV. DATES FOR FUTURE MEETINGS

January 9, 2019 Cohoes Middle School Library at 6:00 p.m.

January 23, 2019, Cohoes Middle School Library at 6:00 p.m.

MOTION: To enter into Executive Session at 7:32 p.m. to discuss collective bargaining with the Cohoes Principals' Association.

Moved by: Mr. Pascale
All voted "Aye"

Seconded by: Mrs. Frangie
Motion carried 6-0

EXECUTIVE SESSION: TIME: 7:45 PM

Present: Mr. Pascale
Mr. McDonald
Mrs. Frangie

Mrs. Giller
Mr. Jackson
Mr. Nolin

Excused: 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 8:13 p.m.

Moved by: Mrs. Giller
All voted "Aye"

Seconded by: Mr. McDonald
Motion carried 6-0

District Clerk