

COHOES CITY SCHOOL DISTRICT

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

**Business Meeting
April 3, 2019
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 6:00 p.m. by Board President, Mr. Nolin.

ROLL CALL

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

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 March 20, 2019.

Moved by: Mr. McDonald
All voted “Aye”

Seconded by: Mr. Pascale
Motion carried 7-0

II. PRESIDENT'S REPORT

- A. Christian Gunn and cast members from the Cohoes High School sang some melodies from “Shrek the Musical” to be held at 7 p.m. on April 12 & 13 and 2 p.m. on April 13 & 14 at the high school.
- B. Dr. Spring provided the following updates:
 - 1. A donation was received from the Cohoes-Waterford Elks in the amount of \$1,000 to be used for PSAT exam fees.
 - 2. A grant was received from Pioneer Bank in the amount of \$5,000 to be used for our Mentoring Program, and they requested that we present at their upcoming meeting.
 - 3. Dr. Spring was chosen to serve on the selective NYS Master Teacher Committee of which Jill Havens has been a member for the past four years.

III. SUPERINTENDENT'S REPORT

- A. CURRICULUM AND INSTRUCTION
 - 1. Sylvi Joseph, Director of Technology Operations, provided the Board with

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- an extensive and detailed presentation including the following updates.
 2. He explained the ED Law 2-D Update regarding the new regulations for data privacy from NYSED.
 3. If the Board of Regents adopts in May 2019, we would need to be in compliance by Dec. 2019/Jan. 2020.
 4. A DPO would be appointed by Dec. 2019/Jan.2020 – can be individual or committee.
 5. Regarding inventory of software/services, third-party contracts will be challenging, we are exploring file transfer software and NERIC is looking into what a possible service could look like.
 6. Phishing (a fraudulent attempt to obtain sensitive data such as usernames, passwords, financial etc.) was explained and results of a simulated phishing attack were discussed.
 7. Smart Schools Update – Ordering & purchasing complete – 270 Chromebooks, Google & GoGuardian Licenses (Dist. Student Total=700).
 8. A district-wide network upgrade-complete wired & wireless network upgrade across the district during the February recess to include: work completed by Frontrunner, HPE Aruba and Adirondack Cabling for 215 wireless access points replaced (all buildings), 17 network closets completely upgraded and re-worked, migration from CISCO to HPE Aruba with increased capacity throughput across the district from 1/10 Gbps to 20 Gbps and a new wireless guest network process is coming in order to account for who is connecting to our network.
 9. In September, completed the transition from Xerox to Canon copiers with no major issues.
 10. Next Up – minor server upgrade (April recess), security camera upgrades (summer 2019), Windows 7 being replaced by Windows 10 (fall 2019 and next round of Smart Schools purchasing (summer/fall 2019).
- B. Peggy O’Shea, Assistant Superintendent for Education Services, provided the following updates:
1. The Comprehensive ELL Education Plan (required re: education of English as New Language Students) that was submitted in the fall was returned by SED with a request for minor changes. This has now been resubmitted.
 2. Ms. O’Shea attended Target District training at SED. Next steps are to form a district-wide team to assist in the completion of a District Comprehensive Improvement Plan. SED has awarded the district a \$25,000 School Improvement Grant to be used as part of this process.
 3. Ten elementary teachers and two principals will participate in the grant-funded training in Collaborative Proactive Solutions. They will then be able to train additional staff. Social workers and psychologists will also receive this training. A presentation to the Board is planned for the fall.
- C. BUSINESS AND OPERATIONS
- Stacy Mackey, School Business Official, provided the Board with the following information:

1. Delinquent tax collection notices are scheduled to be mailed out next week with collection through 4/30. In May, the Board will approve the tax reconciliation and the delinquent file will go to the City for re-levy.
2. NYS Budget recent highlights: Approx. \$300,000 in additional revenue has been received by the district enabling us to reduce appropriated use of fund balance.
3. Mrs. Mackey and Dr. Spring have conducted budget presentations this week to CHS, VSGS and ALS PTAs and will continue over the next few weeks.
4. The budget newsletter is scheduled to be mailed out to residents in early May, and a draft will be sent to the Board prior to printing and mailing. The Public Hearing is May 8 and the Budget Vote & Election is May 21.
5. Michael Wolff, internal auditor, will be conducting the annual risk assessment this week (Thurs. – Mon.)
6. Marvin & Co. has advised they will likely schedule preliminary testing in May and financial work by mid-August.
7. Business office staff members have registered to participate in the OGS Albany workshops on 4/30 and 5/1. Bids will be processed immediately following the OGS meeting in anticipation of new requirements relating to preferred sources.
8. Jim Stapleton, Facilities Director, will be presenting in May.

IV. BOARD OF EDUCATION DISCUSSION OF AGENDA ITEMS

Regarding the 2019/20 School Calendar, Mrs. Giller inquired about only three teacher conference days. Dr. Spring replied that last year we had two and increased it to three this year. Dr. Spring added that she has not heard anything concerning this issue from the CTA but will talk to them to confirm. Mr. Jackson inquired as to the length of time off from December 23, 2019 – January 3, 2020. Dr. Spring replied that we align our calendar with the BOCES calendar.

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: 1/18/19, 1/28/19, 1/31/19, 2/4/19, 2/12/19, 2/14/19, 2/15/19, 2/25/19, 2/26/19, 2/28/19, 3/1/19, 3/4/19, 3/5/19 and 3/6/19.
- B. THAT the Board of Education adopts the following policies:
4327 Home or Hospital Tutoring
4850 Animals in School
5061 Social Service Trained Facility Dogs
- C. THAT the Board of Education adopts the FY2019/20 Property Tax Report Card.

- D. THAT the Board of Education adopts the FY2019/20 Budget in the amount of \$43,867,736.
- E. THAT the Board of Education hereby authorizes the following Proposition to be placed before the voters on May 21, 2019:

SHALL the Board of Education of the Cohoes City School District be authorized to (1) reconstruct and renovate the Middle School roof and replace the boiler at the Harmony Hill School, including the work thereat, at a maximum cost of \$1,000,000 and (2) expend an amount not to exceed \$1,000,000 from the 2018 Capital Reserve Fund for such purpose?

- F. THAT the Board of Education adopts the 2019/20 School Calendar.
- G. THAT the Board of Education awards the Independent Auditing Services RFP dated February 27, 2019 to Marvin & Company, 11 British American Blvd., Latham, New York as follows:

Year 1 (6/30/19)	\$19,000
Year 2 (6/30/20)	\$19,000
Year 3 (6/30/21)	\$19,000
Year 4 (6/30/22)	\$19,250
Year 5 (6/30/23)	<u>\$19,500</u>
TOTAL	\$95,750

- H. THAT the Board of Education accepts a donation in the amount of \$470.72 from Thomas and Marian Duerr for transportation of Pre-K students from Harmony Hill and Van Schaick Schools to Abram Lansing School on March 14, 2019.
- I. THAT the Board of Education **amends** the 2018/19 budget in the amount of \$470.72 to cover transportation costs for Pre-K students from Harmony Hill and Van Schaick Schools to Abram Lansing School on March 14, 2019.

VIII. RECOMMENDATIONS FROM THE SUPERINTENDENT – PERSONNEL
INSTRUCTIONAL

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

Alteri, Emma
Cavalluzzi, Danielle
Gregory, David
Saviano, Rachel
Settles, Ariana
Effective: April 4, 2019

- B. THAT the Board of Education accepts the resignation of Anthony Cangianiello from his position as Special Education Teacher. (CHS)
Effective: June 30, 2019

- C. THAT the Board of Education accepts the resignation of Laura Kaplan from her position as 4-Year-Old Pre-K Teacher. (AL)
Effective: April 8, 2019

NON-INSTRUCTIONAL

- D. Chad Hartshorn
Position..... 1.0 FTE Cleaner (AL)
Effective Date..... March 25, 2019
Probation Period..... September 24, 2019
Salary.....Per current CSEA Contract (Cleaner)
ReasonReplaces John Craner

- E. Benedetto Patrignani IV
Position.....1.0 FTE Cleaner (CHS)
Effective Date..... March 25, 2019
Probation Period..... September 24, 2019
Salary.....Per current CSEA Contract (Cleaner)
Reason Replaces Tracie MacPherson (transferred to AL)

- F. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby appoints the following individual to the Cleaner Substitute list, subject to the rules of the Cohoes Civil Service Commission, such appointments are a temporary appointment.

James Casey
Effective: March 25, 2019

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 adopts the following resolutions of the April 3, 2019 Agenda:

VII (A-I) and VIII (A-F)

Moved by: Mr. McDonald
All voted "Aye"

Seconded by: Mrs. Frangie
Motion carried 7-0

XI. INFORMATION AND CONSIDERATION

- A. THAT the Board of Education is aware of a \$1,000 donation from Stewart's Foundation to be used for the HOPE Mentoring Program.
- B. Conference Report – Dominick Bondi – 3/14/19

XII. COMMENTS FROM BOARD OF EDUCATION MEMBERS

- A. Mr. McDonald inquired about the status of the In-School Support Program at CMS that had been discussed at a previous meeting. Dr. Spring replied that she met today with the team to work on a creative plan. Mr. McDonald asked for a timeline for the report. The reply was that a report would be provided to the Board at the May 22nd meeting.
- B. Mr. McDonald initiated a discussion regarding the use of fund balance spending in the upcoming years. Mrs. Mackey replied that we will be looking at existing reserves and may need to make management decisions to repurpose existing resources.
- C. In response to Mr. McDonald's request at the last meeting, Mrs. Mackey provided the Board with chart on Impact on Tax Bill – Historical trend from 2015-present. Mr. McDonald requested the same for a ten-year period to be put on our website following this meeting.

XIII. QUESTIONS AND STATEMENTS FROM AUDIENCE

XIV. BOARD POLICY REVIEW

Second Reading

- A. 4327 Home or Hospital Tutoring
- B. 4850 Animals in School
- C. 5061 Social Service Trained Facility Dogs

XV. DATES FOR FUTURE MEETINGS

April 17, 2018, Cohoes Middle School Library at 6:00 p.m.

XVI. ADJOURNMENT

MOTION: To adjourn at 7:45 p.m.

Moved by: Mr. Pascale
All voted "Aye"

Seconded by: Mr. McDonald
Motion carried 7-0

District Clerk