

## COHOES CITY SCHOOL DISTRICT

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

**Business Meeting  
November 6, 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 6:02 p.m. by Board President, Mr. Nolin.

#### ROLL CALL

Present: Mrs. Giller  
Mr. Pascale  
Mrs. Annely  
Mr. Jackson  
Mrs. Dion  
Mrs. Carey  
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 on October 23, 2019.

Moved by: Mrs. Dion  
All voted “Aye”

Seconded by: Mrs. Carey  
Motion carried 7-0

#### II. PRESIDENT'S REPORT

- A. Kelly Ireland from Harmony Hill Elementary School’s Green Team presented on past and present projects, fundraising campaigns, donations to local charities and how the community can help. The Board expressed their gratitude for the team’s continued efforts in maintaining awareness of the need to protect our environment.
- B. The Building Leadership Teams from the elementary schools presented their commitments, priorities and steps to assure success for the 2019-20 school year. The Board thanked everyone for their continued dedication.
- C. Dr. Spring reminded everyone to attend the Veteran's Day Concert on November 7 at 6:00 p.m. at Cohoes High School. It is the fourth year the district has been honoring our Cohoes Veterans.  
Dr. Spring also mentioned that the annual employee recognition celebration was held at the November 5 Staff Development Day. She shared that a number of our district administrators were recognized for their years of service and dedication to the students of Cohoes: Principal Bird - 30 years, Assistant Superintendent O'Shea - 25

years, Principal Perry - 15 years and School Business Official Mackey - 10 years. Dr. Spring also shared that a number of families took advantage of receiving assistance from our school counselors today with completing their FAFSA applications. This was an increase from last year.

III. SUPERINTENDENT'S REPORT

A. CURRICULUM AND INSTRUCTION

Ms. O'Shea informed the Board that feedback from Staff Development Day was very positive. In the morning, teachers were offered an array of sessions from Trauma Responsive Training to Google Expeditions. The afternoon was grade level and content level specific sessions. A special thanks was given to Jennifer Sangiacomo for organizing the morning events.

B. BUSINESS AND OPERATIONS

Mrs. Mackey provided the Board with financial highlights: Fund Balance within 4% allowable limit +2.84%; District Funded TRS Reserve \$300,000; District Funded Capital Reserve \$1,000,000; Total Reserves \$5,797,251; General Fund Revenues \$779,000 and General Fund Expenditures \$328,000.

Capital Initiatives RFP: Deadline for the RFP was November 1 and 13 firms responded. Proposals are currently under review and a summary will be shared with the Board. Action is anticipated for the December 11 meeting.

Middle School Roof Project – Pre-bid conference on November 12 at 3:30 p.m. in the CMS Library (drawings and specs are available for inspection). Bid deadline is November 26.

UPCOMING

- Reserve Plan – at the November 20 meeting
- Long-Range Plan – at the December 11 meeting
- Capital Initiatives RFP – Architect matrix to Board expected on 11/12
- Anticipated Board approval of contract award at the December 11 meeting with an effective date of January 1.

IV. BOARD OF EDUCATION DISCUSSION OF AGENDA ITEMS

Policies 2342 and 2350 were revised at the meeting.

V. COMMUNITY DISCUSSION OF AGENDA ITEMS

VI. OLD BUSINESS

VII. REPORT FROM MEMBERS OF THE BOARD OF EDUCATION

A. THAT the Board of Education **amends** Item VII(A) of the August 14, 2019 Minutes:

THAT the Board of Education authorizes the following Committees for the 2019-20 school year:

1. Audit: Mr. Nolin, Mrs. Giller and Mrs. Dion
2. Budget: Mr. Nolin, Mr. Jackson **and Mrs. Carey**
3. District Safety: Mr. Pascale, Mrs. Giller and Mrs. Annelly

- 4 Policy: Mrs. Giller, Mr. Jackson and Mrs. Carey
- 5. Technology: Mr. Nolin and Mrs. Annely
- 6. Wellness: Mr. Pascale, Mrs. Annely and Mrs. Dion

B. THAT the Board of Education **amends** Item VII (C) of the October 23, 2019 Minutes to read as follows:

THAT the Board of Education approves the following item as surplus:

<u>Item</u>	<u>Year</u>	<u>Make/Model</u>	<u>Tag#</u>	<u>Value</u>
Hot Food Unit	2005	Vollrath	20090590	<del>\$4,604.93</del>
<b>Fully Depreciated</b>				

C. THAT the Board of Education approves the Independent Auditor’s Report dated June 30, 2019 as prepared by the firm of Marvin & Company, Certified Public Accountants, and the Corrective Action Plan thereto as prepared by the School Business Official.

VIII. RECOMMENDATIONS FROM THE SUPERINTENDENT – PERSONNEL

**INSTRUCTIONAL**

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

- |                    |                    |
|--------------------|--------------------|
| Abbatiello, Rachel | Fuhri, Amanda      |
| Audi, Michael      | Keating, Brandon   |
| Beauchamp, Lauren  | Lee, Ashley        |
| Caruso, Charlene   | Matteo, Marissa    |
| Cascarano, Nicole  | Santoro, Stephanie |
| DeChiaro, Isabelle | Sencer, Lily       |
| Desmond, Katherine | Terano, Reanna     |
| Dufresne, Richard  |                    |

Effective: November 7, 2019

B. THAT the Board of Education **amends** Item VIII (E) of the October 9, 2019 Minutes to read as follows:

THAT the Board of Education appoints the following individuals to the Coaching positions listed below for the 2019-2020 school year, contingent upon acceptable program enrollment:

Co-Curricular Activity	Name	FTE
Basketball - Boys Varsity	Aaron Boudreau	1.0
Basketball - Boys JV	Nick Izzo	1.0
Basketball - Boys Modified	Nick Foglia	1.0
Basketball - Girls Varsity	Morgan Blizinski	1.0
Basketball – UNPAID Varsity	Bailei Tetrault	0.0
Basketball - Girls JV	<del>Kerry Bottenfield</del> Bill Smith	1.0
Basketball - Girls Modified	Bill Smith TBD	1.0
Bowling – Boys & Girls	Pamela Bertrand	1.0
Cheerleading - Varsity (Basketball)	TBD	1.0
Cheerleading - Modified	TBD	1.0
Indoor Track – Boys	Kirsten Dunn	1.0
Indoor Track - Girls	Fiona Recchia	1.0
Indoor Track – UNPAID	Kerry Winters	0.0
Wrestling - Varsity	TBD	1.0
Wrestling – Varsity Assistant	TBD	1.0
Wrestling - Modified	TBD	1.0

- C. THAT the Board of Education accepts the Leave of Absence request of Kerry Bottenfield from her position as Junior Varsity Girls Basketball Coach.  
Effective: November 6, 2019
- D. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District appoints the following individual to the Long-Term Substitute Teacher Assistant list on an emergency conditional basis.

BE IT FURTHER RESOLVED THAT this appointment is made on an emergency conditional basis and subject to both a statement from the individual regarding criminal conviction(s) or pending criminal charges and the receipt of criminal background clearance from the Commissioner of Education. The individual'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.

Delia Ernst

Position.....Long-Term Substitute Teacher Assistant  
Tenure Area..... Teacher Assistant  
Effective Date.....November 7, 2019 through December 30, 2019  
Salary..... Step 1 of CTA contract (Teacher Assistant Salary Schedule)  
Reason ..... Replaces Jeffrey Muller

**NON-INSTRUCTIONAL**

E. THAT the Board of Education accepts the resignation for retirement purposes of Linda Nadeau-Skroupa from her position of Receptionist (CHS).  
Effective: December 31, 2019

F. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby appoints Sheeba Junaid 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. Junaid 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.

Sheeba Junaid

Position..... Part-Time Teacher Aide (HH)  
Effective Date..... October 23, 2019 through June 30, 2020  
Salary..... \$12.00 per hour  
Reason ..... Open position

G. Judith Jubak

Position..... Part-Time Food Service  
Effective Date..... October 18, 2019 through June 30, 2020  
Salary..... \$13.50 per hour  
Reason ..... Open position

H. Brittany Thomas

Position..... Part-Time Food Service  
Effective Date..... October 18, 2019 through June 30, 2020  
Salary..... \$13.50 per hour  
Reason ..... Open position

IX. RECOMMENDATIONS FROM THE SUPERINTENDENT - BUSINESS/FINANCE

X. FINANCIAL REPORTS (Recommended by the Superintendent)

**BOARD ACTION ON CONSENT AGENDA**

**MOTION:** THAT the Board of Education adopts the following resolutions of the November 6, 2019 Agenda:

**VII (A-C) and VIII (A-H)**

Moved by: Mrs. Giller  
All voted "Aye"

Seconded by: Mr. Pascale  
Motion carried 7-0

XI. INFORMATION AND CONSIDERATION

- A. THAT the Board of Education is aware of a \$6,500 donation from Trinity Health-St. Peter's Health Partners to be used for golf instruction in the Cohoes City School District.
- B. THAT the Board of Education is aware of Cheerleading donations amounting to \$693 for uniforms.
- C. THAT the Board of Education is aware of a \$2,676 donation from Ellen Sinopoli Dance Company to be used for Arts and Education at Abram Lansing Elementary School.
- D. Conference Report – Karin Lackmann – 09/25/19

XII. COMMENTS FROM BOARD OF EDUCATION MEMBERS

The Board expressed their gratitude for all the donations to the district on tonight's agenda.

XIII. QUESTIONS AND STATEMENTS FROM AUDIENCE

- CTA President, Scott Ciarlone, announced that members took a survey, and he anticipates sharing the results with the Board at a future meeting.
- There was an inquiry regarding where to find our financial statements and agenda/minutes from previous meetings. Instructions were provided to go to our Home Page, under the Board of Education tab, then under 2019-20 Meeting Dates to select a particular date. On that same page, there are Meeting Archives with past minutes. On the Home Page, under the Budget & Taxes tab, the financial statements are listed by year.

XIV. BOARD POLICY REVIEW

**First Reading**

- 0000, Mission Statement & Vision - *Revised*
- 1230, Public Participation at Board Meetings - *Revised*
- 2342, Agenda Preparation & Dissemination - *Revised*
- 2350, Board Meeting Procedures – *Revised*
- 2352, Rules of Order - *Revised*
- 5152, Admission of Non-Resident Students - *Revised*
- 5420, Student Health Services - *Revised*
- 5605, Voter Registration for Students – *Newly Added*

9620, Child Abuse in an Educational Setting - *Revised*

XV. DATES FOR FUTURE MEETINGS

**November 20, 2019**, Cohoes Middle School Library at 6:00 p.m.

**MOTION:** THAT the Board of Education enters into Executive Session at 8:00 p.m. to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person.

Moved by: Mrs. Annely  
All voted "Aye"

Seconded by: Mrs. Carey  
Motion carried 7-0

**EXECUTIVE SESSION: TIME: 8:09 PM**

Present: Mrs. Giller  
Mr. Pascale  
Mrs. Annely  
Mr. Jackson  
Mrs. Dion  
Mrs. Carey  
Mr. Nolin

Also Present: Dr. Jennifer Spring, Superintendent

**DISCUSSION**

XVI. ADJOURNMENT

**MOTION:** To adjourn at 8:45p.m.

Moved by: Mr. Nolin  
All voted "Aye"

Seconded by: Mrs. Giller  
Motion carried 7-0

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District Clerk