

COHOES CITY SCHOOL DISTRICT

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

**Business Meeting
December 11, 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 6:01 by Board Vice President, Mrs. Giller.

ROLL CALL

Present: Mrs. Giller
Mr. Pascale
Mr. Jackson
Mrs. Carey

Excused: Mrs. Annely, Mrs. Dion and Mr. Nolin

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

II. DISTRICT REPORTS

- A. The Cohoes Middle School Choir led by Carrie Briggs performed a medley of holiday songs from their concert.
- B. The Cohoes High School Building Leadership Team presented their commitment, priorities and steps to continued success for the 2019-20 school year. There was discussion regarding alternative physical education classes, success in reaching out to students/attendance and how to prepare students for success in tomorrow's world. The Board thanked all the staff for their effort on behalf of our students.
- C. Principal Wood and Cohoes High School students discussed the location for this year's graduation. The Board thanked them for their presentation, and they would like to have some further conversations and revisit the idea. The Board inquired about the timeframe for their decisions, and Mr. Wood replied by the end of January.
- D. Building Future-Ready Capital Project - Dr. Spring stated that the district is thrilled to be approving the new contract with CSArch for Architectural and Engineering Services. As a follow-up, she would like to schedule an upcoming Retreat/Workshop to review the Building Condition Surveys by building and the recommendations from each building committee. She stated she will be putting together a chart for the board to review to get a better understanding of the scope of the project. Dr. Spring asked if the last week in January was a good time to schedule this. She will send out a Doodle to determine Board Member's availability.
Budget Meetings - Dr. Spring reported that departments and teachers collaborated

on their Needs Assessment Analysis during the recent early release professional development day and at elementary faculty meetings. She said this will help us better understand district needs by department and by building. She stated today was the first day of the meetings, which were also attended by Peggy, Stacy and the secondary principals. The team met with Teacher Leaders from the Middle and High School in Math, ELA and Science as well as representatives from Special Ed. Discussions have focused on each department's greatest accomplishments and challenges for the next school year. Other topics include needs related to programs or curriculum, technology, staffing and training/supports. These meetings will continue next week with Art, World Languages, Social Studies, Music, PE/Health, Business and Elementary BLTs.

E. Ms. O' Shea announced that yesterday secondary staff attended professional development sessions in the afternoon. At the high school, staff went through three sessions: Trauma Responsive Classrooms, Therapeutic Crisis Intervention and referral analysis. The middle school staff watched an ED talk on Trauma Informed Classrooms and were led through a series of discussion questions facilitated by Adverse Childhood Experience (ACE) Committee members. Today, Raychel Marcil, Harmony Hill School Social Worker, and Keith Fischer, High School Special Education Teacher, presented to our New Professionals on meeting the needs of students with challenging behaviors.

F. Mrs. Mackey went into great detail explaining the district's long-range plan and financial status to date. Some questions were presented to the Board:

1. Tax Levy/Cap - Do we want to exceed the tax the cap? The Board replied no. Do you want to see some tax cap calculations to include the capital exclusion option? The Board replied yes, and projections should be with and without the capital exclusion allowance.
2. Budget Growth – Do you want to set a 2% goal for the 20/21 budget? The Board replied yes.
3. Planned Deficits – Mrs. Mackey recommended that we do not plan a deficit for the upcoming budget (appropriated fund balance), and the Board was in agreement.
4. Debt Service – Can we plan to use a maximum of \$500,000 for the 21-23 fiscal years? The Board replied yes.
5. Mrs. Mackey advised she will modify the assumptions for the long-range plan, and present the budget timeline at the next meeting.

III. BOARD OF EDUCATION DISCUSSION OF AGENDA ITEMS

IV. COMMUNITY DISCUSSION OF AGENDA ITEMS

V. OLD BUSINESS

VI. REPORT FROM MEMBERS OF THE BOARD OF EDUCATION

- A. THAT the Board of Education accepts the Minutes of the Board of Education Meeting of November 20, 2019.

- B. THAT the Board of Education accepts the Minutes of the Committee on Special Education for the following meeting dates: 9/27/19, 10/11/19, 10/22/19, 10/24/19, 10/31/19, 11/4/19, 11/7/19, 11/15/19, 11/20/19 and 11/21/19.
- C. THAT the Board of Education approves an agreement between the City of Cohoes and the Cohoes City School District wherein the City is to provide the School District with waste disposal as outlined in the Scope of Services at a fee of \$42,400 for the period July 1, 2019 through June 30, 2020.
- D. THAT the Board of Education approves an Architecture & Engineering Pre-Referendum Agreement dated December 2, 2019 with CSArch Architecture/Engineering/Construction Management located at 40 Beaver Street, Albany, New York for districtwide building and facilities renovations in accordance to the terms and conditions outlined therein.
- E. THAT the Board of Education approves a contract with Lives in the Balance located in Portland, Maine for proficiency training in Collaborative & Proactive Solutions in accordance with the terms and conditions outlined therein (grant funded).
- F. THAT the Board of Education approves a contract with Lives in the Balance located in Portland, Maine for a skill enhancement course in Collaborative & Proactive Solutions in accordance with the terms and conditions outlined therein (grant funded).
- G. THAT the Board of Education receives the following item to be removed from the fixed asset inventory for surplus:
Sofa – Tag #15031050 – Fully Depreciated

VII. RECOMMENDATIONS FROM THE SUPERINTENDENT – PERSONNEL

INSTRUCTIONAL

- A. THAT the Board of Education appoints the following individuals to the Substitute Teacher and Tutor list:
Phyllis Rinella
Effective: November 22, 2019
Bogardus, Katie
Filkins, Noah
Herman, Catherine
Effective: December 12, 2019
- B. THAT the Board of Education **amends** Item VIII (L) of the September 25, 2019 Minutes to read as follows:

BE IT RESOLVED THAT the Board of Education of the Cohoes City School District appoints Kelly Soriano to a ~~four-year~~ **three-year** conditional term in the tenure area of Music effective October 21, 2019 and expiring on October 20, ~~2023~~

2022 on an emergency conditional basis. Ms. Soriano holds Professional Certification in the area of Music 7-12.

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

Kelly Soriano

Position..... 1.0 FTE Music
Certification..... Music 7-12
Tenure Area..... Music
Effective Date..... October 21, 2019
Tenure Date..... October 20, ~~2023~~ **2022**
Salary..... Step 10 of the current CTA Contract
Reason..... Replaces Christian Gunn

- C. THAT the Board of Education **amends** Item VIII (D) of November 6, 2019 Minutes to read as follows:

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~~ **11**, 2019
Salary..... Step 1 of CTA contract (Teacher Assistant Salary Schedule)
Reason..... Replaces Jeffrey Muller

- D. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District appoints Delia Ernst to a four-year conditional term in the tenure area of Teacher Assistant effective December 12, 2019 and expiring on December 11, 2023 on an emergency conditional basis. Ms. Ernst holds a Level 1 Certification in the

area of Teaching Assistant.

BE IT FURTHER RESOLVED THAT this appointment is made on an emergency conditional basis and subject to both a statement from Ms. Ernst regarding criminal conviction(s) or pending criminal charges and the receipt of criminal background clearance from the Commissioner of Education. Ms. Ernst’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..... 1.0 Teacher Assistant
Certification..... Teaching Assistant
Tenure Area..... Teacher Assistant
Tenure Date December 11, 2023
Salary..... Step 1 of the current CTA contract
Reason Replaces Jeff Muller

E. THAT the Board of Education approves a salary increase due to additional teaching assignments for the following individual for the 2019-2020 school year:

Kelly Soriano – 0.05 FTE as per CTA contract – Music (1.05 FTE total) AL
Effective: October 21, 2019 through June 30, 2020

F. THAT the Board of Education approves the Memorandum of Agreement by and between the Cohoes City School District and the Cohoes Teachers’ Association and Denise Assalian and Meg Brownell and John Flanigan and Matthew Flannery and John Ketchoyian and Rich Morris dated November 26, 2019, for the purpose of covering classes taught by another union member on an extended leave of absence.

G. WHEREAS, the Cohoes City School District administrators have completed training which meets the requirements of 8 NYCRR 30-2.9 and the Cohoes City School District’s Annual Professional Performance Review Plan for certification as Lead Evaluators.

THEREFORE, BE IT RESOLVED THAT upon recommendation of Jennifer Spring, Superintendent of Schools, the administrators be certified as follows:

ADMINISTRATOR	CERTIFIED
Jennifer Spring	Lead Evaluator of Administrators
Peggy O’Shea	Lead Evaluator of Teachers and Administrators
Erin Hill	Lead Evaluator of Teachers
Karen Ronesi	Lead Evaluator of Teachers

Bryan Wood	Lead Evaluator of Teachers
Laura Tarlo	Lead Evaluator of Teachers
Dan Martinelli	Lead Evaluator of Teachers
Deanna Kelly	Lead Evaluator of Teachers
Tom Kostrzebski	Lead Evaluator of Teachers
Cliff Bird	Lead Evaluator of Teachers
Mark Perry	Lead Evaluator of Teachers
Jacqueline DeChiaro	Lead Evaluator of Teachers

- H. THAT the Board of Education approves the following student teacher placements from the following schools:

THE COLLEGE OF SAINT ROSE

January 15, 2020-March 6, 2020

Ashley Traider with Margaret Cioppa at Van Schaick Grade School

Alexander Hitrick with Kay Weiss at Van Schaick Grade School

SUNY ONEONTA

January 6, 2020 – March 6, 2020

Stephanie Bernard with Patricia Caputo at Cohoes High School

Nicole Wilson with Chris Michael at Cohoes Middle School

Rachel Venditti with Sharon Laughlin at Harmony Hill Elementary School

March 9, 2020 – May 1, 2020

Nicole Wilson with Robert Santarcangelo at Cohoes High School

NON-INSTRUCTIONAL

- I. THAT the Board of Education accepts the resignation of Maria De La Piedra from her position as Part-Time Teacher Aide (AL).
Effective: November 25, 2019
- J. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby amends the employment agreement of Peggy O’Shea, dated November 18, 2015, as modified by amendments dated June 22, 2017, authorizes the Board President to execute said addendum and authorizes payment in accordance therewith.
- K. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby extends the employment of Stacy Mackey to June 30, 2023, amends

the employment agreement dated November 18, 2015, as modified by an amendment dated February 7, 2018, authorizes the Board President to execute said addendum and authorizes payment in accordance therewith.

L. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby extends the employment of Erin Hill to June 30, 2023, amends the employment agreement dated November 18, 2015, as modified by an amendment dated February 7, 2018, authorizes the Board President to execute said addendum and authorizes payment in accordance therewith.

M. James Casey
Position.....1.0 FTE Cleaner
Effective Date..... November 21, 2019
Probation Period.....May 20, 2020
Salary.....per CSEA contract
ReasonReplaces Kimberly Ianuzzi

N. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby appoints Erica Brown 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. Brown 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.

Erica Brown
Position.....Part-Time Teacher Aide (HH)
Effective Date.....December 12, 2019 through June 30, 2020
Salary.....\$12 per hour
ReasonOpen position

O. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby appoints Nancy Czepiel 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. Czepiel 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.

Nancy Czepiel

Position..... Part-Time Teacher Aide (VS)
Effective Date.....December 12, 2019 through June 30, 2020
Salary.....\$12 per hour
Reason Replaces Sabrina Spaulding

- P. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby appoints Kayla Donovan 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. Donovan 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.

Kayla Donovan

Position..... Part-Time Teacher Aide (AL)
Effective Date..... November 25, 2019 through June 30, 2020
Salary.....\$12 per hour
Reason Replaces Michelle Scott

ADDENDUM

- Q. THAT the Board of Education approves the Memorandum of Agreement by and between the Cohoes City School District and the Cohoes Teachers’ Association dated December 10, 2019 provided for a specific Teacher Assistant.

VIII. RECOMMENDATIONS FROM THE SUPERINTENDENT - BUSINESS/FINANCE

IX. FINANCIAL REPORTS (Recommended by the Superintendent)

- A. I recommend that the following reports be accepted by the Board of Education:
 - 1. Warrants – November, 2019
 - 2. Budget Transfer – November 2019
 - 3. Budget Status Reports – November 2019
 - 4. Bank Reconciliation Report – October 2019 and November 2019
 - 5. Extracurricular Activity Report – November 2019
 - 6. Internal Claims Audit Report – N/A
 - 7. Reserves

BOARD ACTION ON CONSENT AGENDA

MOTION: THAT the Board of Education adopts the following resolutions of the December 11, 2019 Agenda:

VI (A-G); VII (A-Q) and IX (A)

Moved by: Mrs. Carey
All voted "Aye"

Seconded by: Mr. Pascale
Motion carried 4-0

X. INFORMATION AND CONSIDERATION

- A. THAT the Board of Education is aware of a \$1,710 donation from parents at Abram Lansing Elementary School for the trip to Proctors Theatre on November 21, 2019.
- B. Conference Report – William Sheldon – 11/13/19
- C. Conference Report – Rebecca LaForest – 11/14/19

XI. COMMENTS FROM BOARD OF EDUCATION MEMBERS

The Board thanked the parents at Abram Lansing Elementary school for their donation.

XII. QUESTIONS AND STATEMENTS FROM AUDIENCE

XIII. BOARD POLICY REVIEW

XIV. DATES FOR FUTURE MEETINGS

January 8, 2020 Cohoes Middle School Library at 6:00 p.m.

January 22, 2020, Cohoes Middle School Library at 6:00 p.m.

MOTION: THAT the Board enters into Executive Session at 7:54 p.m. to discuss a negotiated agreement with the CSEA.

Moved by: Mrs. Carey
All voted "Aye"

Seconded by: Mr. Pascale
Motion carried 4-0

EXECUTIVE SESSION: TIME: 8:15 PM

Present: Mrs. Giller
Mr. Pascale
Mr. Jackson
Mrs. Carey

Excused: Mrs. Annely, Mrs. Dion and Mr. Nolin

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

DISCUSSION

XV. ADJOURNMENT

MOTION: To adjourn at 8:35 p.m.

Moved by: Mr. Pascale
All voted "Aye"

Seconded by: Mrs. Carey
Motion carried 4-0

District Clerk