

**COHOES CITY SCHOOL DISTRICT**

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

**Regular Meeting  
December 13, 2017  
6:00 p.m.**

(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 the Board President, Mr. McDonald.

ROLL CALL

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

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 15, 2017.

Moved by: Mrs. Frangie  
All voted “Aye”

Seconded by: Mrs. Giller  
Motion carried 5-0

II. PRESIDENT'S REPORT

Mrs. Carrie Briggs, Music Teacher – Secondary Chorus, and “After Beat” performed a holiday selection of songs.

III. SUPERINTENDENT'S REPORT

A. CURRICULUM AND INSTRUCTION

The Building Leadership Teams from Abram Lansing, Harmony Hill and Van Schaick Elementary Schools presented their 2017/18 Building Plans to the Board. Questions were asked and answered.

IV. BOARD OF EDUCATION DISCUSSION OF AGENDA ITEMS

Mrs. Giller questioned Item VIII(C) and Ms. O’Shea explained in greater detail.

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: 09/26/17, 10/10/17, 10/16/17, 10/19/17, 10/23/17, 10/26/17, 10/29/17, 10/31/17, 11/2/17, 11/3/17, 11/7/17, 11/8/17, 11/9/17, 11/14/17, 11/15/17, 11/16/17, 11/20/17, 11/21/17, 11/27/17, 11/28/17, 12/1/17 and 12/4/17.
  
- B. THAT the Board of Education approves a contract with Chamberlain International School, One Pleasant Street, Middleboro, MA 02346 for special education services during the 2017-18 School Year at a rate of \$4,989 per month/per student and the Extended School Year at a rate of \$4,498 per month/per student pending final NYSED rate setting.
  
- C. THAT the Board of Education approves a contract with Kristen Boyar, M.A., BCBA to consult in matters related to behavior and classroom management throughout the district for the period November 9, 2017 through August 31, 2018 in accordance with the terms and conditions outlined therein.
  
- D. THAT the Board of Education approves the following item to be removed from fixed asset inventory and submitted for sealed bid:

1998 Dodge Ram 2500 Pickup, 67,029 miles, incl. eight-foot plow

- E. THAT the Board of Education awards the bid dated November 30, 2017 for the 1998 Dodge Ram 2500 Pickup, 67,029 miles, incl. eight-foot plow to Mr. Jeff Rosenkrans in the amount of \$900.

<b>Mr. Jeff Rosenkrans</b>	<b>\$900</b>
Mr. William Buck	\$500

- F. THAT the Board of Education approves the District-Wide Emergency Response Plan for the 2017-18 school year.
  
- G. THAT the Board of Education approves the following:

**RESOLUTION AUTHORIZING PARTICIPATION IN COOPERATIVE ENERGY PURCHASING SERVICE (NYSMEC) FOR NATURAL GAS**

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, Cohoes City School District (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the Cohoes City School District to participate in the NYSMEC, and authorizes and directs the Board President to sign the Agreement/and or the Billing Schedule and Agreement for natural gas on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of natural gas delivered to the city gate of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity natural gas not to exceed \$1.134 (dollars) per therm for a term of at least one year and no more than three years commencing May 1, 2018, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

H. THAT the Board of Education approves the following:

**RESOLUTION AUTHORIZING PARTICIPATION IN COOPERATIVE ENERGY PURCHASING SERVICE (NYSMEC) FOR ELECTRICITY**

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes

municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, Cohoes City School District (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the Cohoes City School District to participate in the NYSMEC, and authorizes and directs the Board President to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$.1048 (dollars) per kWh for a term of at least one year and no more than three years commencing May 1, 2018, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

- I. THAT the Board of Education hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time

keeping system records or the record of activities maintained and submitted by these officials to the Clerk of this body (for the term 01/01/17 through 12/31/2018):

<u>TITLE</u>	<u>NAME</u>	<u>WORK DAY</u>
Occupational Therapist	Daniel Honsinger	7
Occupational Therapist	Moira Coons	7
Physical Therapist	Kelly Atkinson	7
Director of Facilities	Jonathan Heigel	7
Treasurer	Pamela Cirincione	6.5
District Clerk/Secretary to SBO	Johanna Maloney	6.5
Personnel Secretary	Tara Dessingue	6.5
Secretary to Superintendent/ Assistant Superintendent	Mary Rumsey	6.5

**VIII. RECOMMENDATIONS FROM THE SUPERINTENDENT – PERSONNEL**

**INSTRUCTIONAL**

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

Brown, Rebecca		Harris-Wilcher, Hassan
Brownell, Morgan		Haynes, Maria
Buell, Robert		Hoerup, Pamela
Coons, William		Milad, Milad
Dewitt, Richard		Shaughnessy, Janet
Dillon, Colleen		Stubits, Jeffrey
Dona, Ashley		Yehudah, Miciah
Ernst, Delia		

Effective: December 18, 2017

- B. THAT the Board of Education **amends** Item VIII (C) of the November 15, 2017 Minutes to read as follows:

THAT the Board of Education appoints the following individual as Walking School Bus Coordinator to the building listed below for the 2017-18 school year (grant funded):

Kathy Baez – Abram Lansing Elementary School

Effective: ~~November 16, 2017~~ September 1, 2017

- C. THAT the Board of Education **amends** Item VIII (D) (Keith Fischer Only) of the September 27, 2017 Minutes to read as follows:

THAT the Board of Education approves a salary increase due to additional teaching assignments for the following individual for the 2017-2018 school year:

Keith Fischer - 0.2 FTE as per CTA Contract –  
Special Education (1.2 FTE total) CHS  
Effective: September 1, 2017 through  
~~December 29, 2017~~ November 2, 2017

D. THAT the Board of Education accepts the resignation of Jaclyn Penney from 0.3 FTE of the Teacher Assistant portion of her position (CMS).  
Effective: November 19, 2017

E. THAT the Board of Education accepts the resignation of Laura Murawski from 0.2 FTE (extra class) Science Teacher (CHS).  
Effective: November 17, 2017

F. THAT the Board of Education approves a salary increase due to additional teaching assignments for the following individual for the 2017-2018 school year:

Jose Havens – 0.050 FTE as per CTA contract – Physical Education  
(1.050 FTE total) Abram Lansing Elementary School  
Effective: September 1, 2017 through June 30, 2018

Christian Gunn – 0.025 FTE as per CTA contract – Music  
(1.025 FTE total) Harmony Hill Elementary School  
Effective: September 1, 2017 through June 30, 2018

Karin Sencer - 0.125 FTE as per CTA contract – Speech  
(1.125 FTE total) Van Schick Grade and Abram Lansing Elementary School  
Effective: September 25, 2017 through June 30, 2018

G. Jaclyn Penney  
Position..... 0.3 FTE Science Teacher (1.0 FTE Teacher)  
Certification..... General Science 7-12 and Biology 7-12  
Tenure Area..... Science  
Effective Date..... November 20, 2017  
Tenure Date..... August 31, 2020  
Salary..... Step 2 of the current CTA Contract  
Reason..... Replaces Laura Murawski

H. Virginia Bruce  
Position..... Long-Term Substitute Teacher  
Tenure Area..... Home Economics  
Effective Date..... September 5, 2017 through June 30, 2018  
Salary..... Step 1 of the current CTA Contract  
Reason..... Replaces Eilis Petrosino

I. THAT the Board of Education approves the Memorandum of Agreement by and between the Cohoes City School District and the Cohoes Principals’ Association (CPA), for the purpose of Article I (A), adding the title of Athletic Director,

regardless of certification, as a title/job included within the association, dated November 27, 2017.

- J. THAT the Board of Education appoints the following individual as Mentoring Program Coordinator for the 2017-18 school year (grant funded) (CHS):

Heather Bradt  
Effective: December 14, 2017

- K. THAT the Board of Education appoints the following individual as Mentoring Program Assistant Coordinator for the 2017-18 school year (grant funded) (CMS):

Elaine Flatow  
Effective: December 14, 2017

- L. THAT the Board approves the following unpaid student intern placements from the following school:

THE COLLEGE OF ST. ROSE  
January 8, 2018 through April 30, 2018  
Kyle Duclos with Margo Russum at Cohoes High School  
Megan Wilkey with Laura Gerhard at Harmony Hill Elementary School  
January 17, 2018 through March 9, 2018  
Nija Diaz with Joann Walters at Harmony Hill Elementary School  
Vanessa Black with Sheri Frueh at Harmony Hill Elementary School  
March 12, 2018 through May 4, 2018  
Olivia Mules with Sheri Frueh at Harmony Hill Elementary School

**NON-INSTRUCTIONAL**

- M. THAT the Board of Education accepts the resignation of Brian Beaury from the position of 0.5 FTE Athletic Director.

Effective: Immediately

- N. THAT the Board of Education approves the holiday pay for the following part- time employees for the 2017-18 school year:

Jill	Baran	206.25	Aprille	Overocker	98.44
Chelsea	Dan	177.19	Wendy	Pondillo	201.56
Sherri	Dan	201.56	Cathy	Rogowski	210.94
Sheila	Farrigan	201.56	Sandra	Smith	206.25
Gail	Friedman	201.56	Patricia	Spain	215.63
Bernadette	Glynn	215.63	Kathy	Valente	215.63
Benjamin	Johnson	118.13	Meriam	VanSleet	157.50
Lori	LaMere	196.88	Evelyn	Wagner	137.81
Ronette	Miorin	118.13	Justine	Wescott	196.88

- O. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby appoints Casi Palin 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. Palin 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.

Casi Palin

Position.....Part-Time Teacher Aide (CHS)  
 Effective Date.....October 23, 2017 through June 30, 2018  
 Salary.....\$10.50 per hour  
 Reason..... Vacancy

- P. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby appoints Isabelle DeChiaro to the position of Substitute 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. DeChiaro 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.

Isabelle DeChiaro

Position..... Substitute Part-Time Teacher Aide (VSGS)  
 Effective Date.....December 12, 2017 through June 30, 2018  
 Salary.....\$10.50 per hour  
 Reason..... As needed

- Q. BE IT RESOLVED THAT the Board of Education of the Cohoes City School District hereby appoints Clive Lamont to the position of Custodian/Groundskeeper, 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.



Clive Lamont

Position..... 1.0 FTE Custodian/Groundskeeper  
Effective Date..... November 27, 2017  
Probation Period..... May 26, 2018  
Salary..... Per CSEA contract  
Reason .....Replaces Jesse Rouche (who transferred)

R. Robert Booker

Position..... 1.0 FTE Cleaner (HH)  
Effective Date..... November 29, 2017  
Probation Period..... May 28, 2018  
Salary..... Per current CSEA contract (Cleaner)  
Reason ..... Replaces Steven Smith

S. 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.

Karen DeCenzo

Effective: Immediately

T. 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 on an emergency conditional basis, in accordance with the Civil Service Rules, such appointments are a temporary appointment.

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

Gage Miller

Effective: December 14, 2017

U. THAT the Board of Education appoints the following individual to the coaching position listed below for the 2017-2018 school year, contingent upon acceptable program enrollment:

<b>CO-CURRICULAR ACTIVITY</b>	<b>NAME</b>	<b>FTE</b>
Basketball – Volunteer	Bill Keeler	0.0

**ADDENDUM**

V. THAT the Board of Education approves a three-hour wheelchair evaluation conducted on July 3, 2017 for a student by Physical Therapist, Kelly Atkinson, at a rate of \$35 per hour.

**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 2017
  2. Budget Transfer – November 2017
  3. Budget Status Reports – November 2017
  4. Bank Reconciliation Report – November 2017
  5. Extracurricular Activity Report
  6. Internal Claims Audit Report – November 2017

**BOARD ACTION ON CONSENT AGENDA**

**MOTION:** THAT the Board of Education adopts the following Resolutions of the December 13, 2017 Agenda:

**VII (A-I); VIII (A-V) and X (A)**

Moved by: Mr. Nolin  
All voted “Aye”

Seconded by: Mrs. Frangie  
Motion carried 5-0

**XI. INFORMATION AND CONSIDERATION**

- A. Conference Report – Jen Masker – 10/20/17
- B. Conference Report – Jen Masker – 10/30-31/17
- C. Conference Report – Kimberly Angus – 10/23/17
- D. Conference Report – Kimberly Angus – 10/26/17
- E. Conference Report – Megan Cherubino – 10/25/17
- F. Conference Report – William Sheldon 10/17/17

**XII. COMMENTS FROM BOARD OF EDUCATION MEMBERS**

On the Board’s behalf, Mr. McDonald thanked the teachers for making a difference. Mr. Nolin mentioned several recent undertakings in the City that may have an impact on the school district.

**XIII. QUESTIONS AND STATEMENTS FROM AUDIENCE**

**XIV. BOARD POLICY REVIEW**

**XV. DATES FOR FUTURE MEETINGS**

**January 10, 2018**, Cohoes Middle School Library at 6:00 p.m.

**January 24, 2018**, Cohoes Middle School Library at 6:00 p.m.

**MOTION:** THAT the Board of Education enters into Executive Session at 7:38 p.m. to discuss collective bargaining with the Cohoes Teachers’ Association.

Moved by: Mrs. Giller  
All voted “Aye”

Seconded by: Mrs. Frangie  
Motion carried 5-0

**EXECUTIVE SESSION: TIME: 7:45 PM**

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

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 8:49 p.m.

Moved by: Mr. Nolin  
All voted “Aye”

Seconded by: Mr. Pascale  
Motion carried 5-0

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District Clerk