

**RENSELAER CITY SCHOOL DISTRICT  
BOARD OF EDUCATION  
25 Van Rensselaer Drive  
Rensselaer, New York 12144  
January 24, 2018**

The President, Mr. John Mooney, called the meeting to order at 6:30 p.m.

**CALL TO ORDER**

Mr. John Mooney, Mr. Ed Burns, Mrs. Dana Endres, Mr. Ken Pratt and Mr. Tim Spath were present.

**ROLL CALL**

School Attorney Jeffrey Honeywell and Superintendent Sally Ann Shields were also present. There were no others in attendance.

By Mr. Spath:

**RESO #1-01/24/2018  
Approve Minutes**

“RESOLVED, the Board approves the minutes of the Regular Meeting of the Board of Education dated December 20, 2017.”

Motion Carried  
Unanimously

Second: Mrs. Endres

Ayes – 5      Nays – 0

This meeting was originally scheduled for January 17, 2018. The agenda presented to the Board is a second revision. Some agenda items were added and some were revised.

**Additional Items for  
the Agenda**

Mrs. Shields received notification from the New York School Nutrition Association that Teri Hopper has taken and passed a very difficult credentialing exam. Teri is now among an elite group of 1,578 current School Nutrition Specialists out of 58,000 national School Nutrition Association members in the United States, and only 57 in New York State, that have earned the right to use the *School Nutrition Specialist* title. Our sincere congratulations to Teri.

**Communications**

Mrs. Shields presented the Board with a revision to RCSD Policy #6900 – Substitute Teacher Pay Rates. Although the District participates in the substitute teacher service provided through Capital Region BOCES, we continue having trouble securing enough substitute teachers on a regular basis. We surveyed the pay rates that other area schools are paying their daily substitutes and have made some revisions to our policy increasing the rates. We have also taken into consideration our retired teachers from the District and increased their daily rate as well.

**Board of Education  
Items**

By Mr. Pratt:

“RESOLVED, the Board hereby authorizes the School Business Official to establish cash funds not to exceed \$100 for the District Cafeteria Fund for the purpose of cash available for the drawers, and further authorize the Cafeteria Manager be designated as the official disbursing agent for managing these funds.”

**RESO #2-01/24/2018**  
**Authorize Cash**  
**Available for Cafeteria**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, the Board hereby establishes the allowable IRS rate of 54.5 cents per mile, as the official mileage reimbursement rate for the Rensselaer City School District based on the submission of travel vouchers effective January 1, 2018.”

**RESO #3-01/24/2018**  
**Establish Mileage**  
**Reimbursement Rate**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, the Board hereby approves and enters into a 10-year lease agreement by and between the Rensselaer City School District and the Board of Cooperative Educational Services – Rensselaer, Columbia and Greene Counties, commencing July 1, 2017 and expiring June 30, 2027; and further authorizes the Board President to sign lease agreement.”

**RESO #4-01/24/2018**  
**Approve 10-Year**  
**Lease Agreement with**  
**Questar III BOCES**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, the Board hereby accepts and orders filed the December 2017 Claims Audit Report submitted by Michael Wolff.”

**RESO #5-01/24/2018**  
**Accept & File Claims**  
**Audit Report**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, the Board hereby accepts and orders filed the December 2017 Treasurer’s Report submitted by the District Treasurer.”

**RESO #6-01/24/2018**  
**Accept & File**  
**Treasurer’s Report**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, the Board hereby accepts and orders filed the December 2017 account reconciliation of the Extraclassroom Activity Fund submitted by Central Treasurer, Michael Toney.”

**RESO #7-01/24/2018  
Accept & File Account  
Reconciliation**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, the Board hereby approves a first reading of revised RCSD Policy #6900 – Substitute Teacher Pay Rates.”

**RESO #8-01/24/2018  
Approve First Reading  
– Policy 6900**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, the Board hereby approves a Settlement Agreement with the Boys’ and Girls’ Clubs of Southern Rensselaer County; and to further authorize the Board President to execute said Agreement.”

**RESO #9-01/24/2018  
Approve Settlement  
Agreement – Boys and  
Girls Club**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

**PERSONNEL**

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves an unpaid leave of absence for Michael Toney on February 5, 2018.”

**RESO #10-01/24/2018  
Approve Unpaid Leave  
of Absence – Michael  
Toney**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves an unpaid leave of absence for Heidi Blake on April 9, 2018.”

**RESO #11-01/24/2018  
Approve Unpaid Leave  
of Absence – Heidi  
Blake**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves an unpaid leave of absence for Roseann Brown the week of March 5-9, 2018.”

**RESO #12-01/24/2018  
Approve Unpaid Leave  
of Absence – Roseann  
Brown**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby appoints Molly McCormack as a long-term substitute teacher, at the daily rate of \$140, to fill the position held by Krista Jevons who has been granted a leave of absence. Ms. McCormack’s appointment will begin on or about January 17, 2018 and is intended to continue for the term of Mrs. Jevons’ leave, but no later than March 23, 2018.”

**RESO #13-01/24/2018  
Appoint Long-Term  
Substitute Teacher –  
Molly McCormack**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby appoints Kimberly Tvelia as a long-term substitute teacher, at the daily rate of \$140, to fill the position held by Chelsea Pekala who has been granted a leave of absence. Ms. Tvelia’s appointment will begin on or about February 12, 2018 and is intended to continue for the term of Mrs. Jevons’ leave, but no later than April 20, 2018.”

**RESO #14-01/24/2018  
Appoint Long-Term  
Substitute Teacher –  
Kimberly Tvelia**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby appoints Jessica Hopper as a full-time teacher aide at an hourly rate as per the negotiated agreement between the CSEA and the RCSD Board of Education, effective January 8, 2018.”

**RESO #15-01/24/2018  
Appoint Teacher Aide  
– Jessica Hopper**

**Motion Carried  
Unanimously**

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

**RSO #16-01/24/2018**

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby appoints Annemarie Spencer as Odyssey of the Mind Co-Advisor for the 2017-2018 school year, at a stipend as per the negotiated agreement between the RTA and the RCSD Board of Education.”

**Appoint Odyssey of the Mind Co-Advisor – Annemarie Spencer**

Second: Mr. Burns

Ayes – 5      Nays – 0

Motion Carried  
Unanimously

By Mr. Pratt:

**RESO #17-01/24/2018  
Appoint TESOL  
Teacher – Tara  
Silverman**

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby appoints Tara Silverman to a probationary appointment as a teacher in the TESOL Education tenure area effective January 22, 2018, for a four-year term tentatively scheduled to conclude on January 21, 2022, contingent upon her successful completion of the probationary term and having received composite or overall APPR ratings of either “Effective” or “Highly Effective” in at least three of the four preceding years and a rating higher than “Ineffective” at the conclusion of the 2021-2022 school year. Ms. Silverman will be paid at a salary of Masters – Level A of the negotiated agreement between the RTA and the RCSD Board of Education.”

Second: Mr. Burns

Ayes – 5      Nays – 0

Motion Carried  
Unanimously

By Mr. Pratt:

**RESO #18-01/24/2018  
Approve Certified  
Substitute Teacher –  
Molly McCormack**

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves Molly McCormack as a certified substitute teacher (Bachelors rate) effective January 3, 2018.”

Second: Mr. Burns

Ayes – 5      Nays – 0

Motion Carried  
Unanimously

By Mr. Pratt:

**RESO #19-01/24/2018  
Approve Certified  
Substitute Teacher –  
Kimberly Tvelia**

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves Kimberly Tvelia as a certified substitute teacher (Masters rate) effective January 3, 2018.”

Second: Mr. Burns

Ayes – 5      Nays – 0

Motion Carried  
Unanimously

By Mr. Pratt:

**RESO #20-01/24/2018  
Approve Uncertified  
Substitute Teacher –  
Andrew Betor**

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves Andrew Betor as an uncertified substitute teacher (Masters rate) effective January 4, 2018.”

Second: Mr. Burns

Ayes – 5      Nays – 0

Motion Carried  
Unanimously

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves Scott Hartz as a certified substitute teacher (Masters rate) effective January 16, 2018.”

**RESO #21-01/24/2018**  
**Approve Certified**  
**Substitute Teacher –**  
**Scott Hartz**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

**Committee on Special**  
**Education**

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the Committee on Special Education Minutes from meetings held between November 14, 2017 through December 14, 2017 and meetings held between December 19, 2017 to January 12, 2018.”

**RESO #22-01/24/2018**  
**Approve CSE Minutes**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the Committee on Preschool Special Education Minutes from meetings held between November 14, 2017 through December 14, 2017 and meetings held between January 4, 2018 and January 12, 2018.”

**RESO #23-01/24/2018**  
**Approve CPSE**  
**Minutes**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the Section 504 Committee Minutes from meetings held between November 20, 2017 through December 6, 2017.”

**RESO #24-01/24/2018**  
**Approve Section 504**  
**Minutes**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves a Special Education Services Contract with East Greenbush Central School District for one Rensselaer City resident student for the term of December 18, 2017 through June 30, 2018.”

**RESO #25-01/24/2018**  
**Approve Contract –**  
**East Greenbush**  
**Schools**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves an Agreement with Vanderheyden, Inc. for one Rensselaer City resident student for the term of December 11, 2017 through June 22, 2018.”

**RESO #26-01/24/2018**  
**Approve Agreement -**  
**Vanderheyden**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves a Cooperative Agreement with Hudson Valley Community College for the 2017-2018 academic year.”

**RESO #27-01/24/2018**  
**Approve Cooperative**  
**Agreement - HVCC**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, the Board hereby approves budget transfers through January 10, 2018 as recommended by the Superintendent and the School Business Official.”

**RESO #28-01/24/2018**  
**Approve Budget**  
**Transfers**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

“RESOLVED, the Board hereby approves the Corrective Action Plan in response to the 2016-2017 External Audit, as per the recommendation of the Superintendent and the School Business Official.”

**RESO #29-01/24/2018**  
**Approve Corrective**  
**Action Plan**

Motion Carried  
Unanimously

Second: Mr. Burns

Ayes – 5      Nays – 0

By Mr. Pratt:

**RESO #30-01/24/2018  
Executive Session**

“Be it resolved that the Board of Education enter into executive session at 6:22 p.m. during which time matters concerning personnel will be discussed.”

Second: Mr. Spath

Ayes – 5      Nays – 0

Motion Carried  
Unanimously

**RETURN TO REGULAR SESSION AT 6:56 P.M.**

By Mrs. Endres:

**RESO #31-01/24/2018  
Adjourn**

“Motion to adjourn at 6:56 p.m.”

Second: Mr. Burns

Ayes – 5      Nays – 0

Motion Carried  
Unanimously

Respectfully submitted,

Christina Williams  
Clerk to the Board of Education

DRAFT