



The Regular meeting of the Canandaigua City School District Board of Education was held on Monday, March 11, 2019 at 5:45 p.m. in the Canandaigua City School District Operations Center, Vice President Birx presiding.

- BOARD MEMBERS PRESENT:** Cheryl Birx, Joe Delforte, Bill Patrowicz, Megan Personale, John Polimeni, Jen Schneider
- BOARD MEMBERS ABSENT:** Jeanie Grimm, Michelle Pedzich, Beth Thomas
- LEADERSHIP TEAM PRESENT:** Jamie Farr, Matt Fitch, Matt Schrage
- LEADERSHIP TEAM ABSENT:** Brian Nolan
- ADMINISTRATIVE TEAM PRESENT:** Mike McClain, Jim Simmons, John Arthur, Vernon Tenney, Brian Amesbury, Caroline Chapman, Stephanie Knapp, Todd Fowler, Dan Bowman
- BOARD DISTRICT CLERK:** Deborah Sundlov
- OTHERS PRESENT:** Greg Kane, Mike Prusinowski, Heather Raulli, Drew Bittel

Executive Session

Upon a motion made Dr. Schneider, seconded Mrs. Personale, with all present voting yes, the Board of Education approved calling an Executive Session at 5:45 p.m. for the purposes discussions regarding proposed, pending or current litigation and the medical, financial, credit or employment history of a six particular person(s) leading to the appointment, employment, promotion, demotion, discipline, suspension or removal of a particular person or corporation and discussion of collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law).

Return to Open Session

Upon a motion made by Dr. Schneider, seconded by Mrs. Personale, with all present voting yes, the Board of Education returned to Open Session at 6:23 p.m.

Pledge of Allegiance to the Flag

Mrs. Birx called the meeting to order at 6:30 p.m.

Superintendent's Report

Superintendent Farr noted the field trip form is updated with the recommendations from the Board. He will present to the Board at an upcoming meeting. New York State School Board Association will be holding their annual conference in Rochester on October 24-26, 2019. Two meetings have been scheduled with the Strategic Planning Synthesis Team.

Public Comments

There were no public comments.

Student Representative ~ Drew Bittel

Drew Bittel reported that March is Music in School Month with many concerts scheduled. College week is next week at the Academy. At least 80 students will be attending a conference in Geneseo next week. The Academy Players will be presenting All Shook Up this weekend. Spring sports have started this past week.

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Drew Bittel left at 6:38 p.m.

Approval of Minutes

Upon a motion made by Mr. Delforte, seconded by Mr. Patrowicz, with all present voting yes, the Board of Education approved the Regular Board Minutes of January 28, 2019 and February 11, 2019.

APPROVED: MINUTES

January Warrants

Upon a motion made by Mr. Patrowicz, seconded by Dr. Schneider on behalf of Mrs. Pedzich, with all present voting yes, the Board of Education approved the January Warrants.

APPROVED: JANUARY WARRANTS

0135 General 009272-009275 (Positive Pay)
0136 Federal ACH000103
0137 General ACH004039-ACH004061
0139 Federal 000459 (Check Print)
0140 Capital 000330 (Check Print)
0141 Federal 000460 (Positive Pay)
0142 General 009276-009367 (Check Print)
0143 General 009368-009378 (Positive Pay)
0144 Federal ACH000104-ACH000105
0145 General 009379 (Positive Pay)
0147 General ACH004062-ACH004097
0148 Federal ACH000106
0149 Federal 000461 (Check Print)
0150 Capital 000331-000333 (Check Print)
0151 General 009380-009480 (Check Print)
0152 General 009481-009486 (Positive Pay)
0153 Cafeteria 001811-001825
V000 General 007893 (Check Print)
V111 General 009087 (Check Print)
V143 General 009378 (Positive Pay)

Educational Presentation

School Lunch Program

Matt Fitch and Todd Fowler provided updates to the BOE about our School Lunch Program. The presentation highlighted a variety of initiatives, changes, and improvements to this year's program. Over the past year, the district has served 79,000 breakfast meals and 238,000 lunches. Free and reduced lunch population is approximately 35%.

Todd Fowler left at 7:08 p.m.

Budget Presentation for 2019-2020

Superintendent Farr and Mr. Matt Fitch, Assistant Superintendent for Business, presented the board preliminary budget information. They reviewed the listing of retirements and requested staffing information. Building Principals, Directors and Music Curriculum Area Lead Teacher each presented their building/department budgets. Mr. Fitch reviewed the current tax levy and several proposed options for 2019-2020.

Bus Bond Resolution

Mr. Delforte presented the following resolution and moved by Dr. Schneider that it be adopted:

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BOND RESOLUTION DATED MARCH 11, 2019 OF THE BOARD OF EDUCATION OF THE CANANDAIGUA CITY SCHOOL DISTRICT AUTHORIZING GENERAL OBLIGATION BONDS TO FINANCE THE ACQUISITION OF SCHOOL BUSES, AUTHORIZING BOND ANTICIPATION NOTES IN CONTEMPLATION THEREOF, THE LEVY OF TAXES IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE EXPENDITURE OF SUCH SUMS FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

Section 1. The City School District of the City of Canandaigua, New York ("Canandaigua City School District") shall undertake certain capital expenditures, as more particularly described in Section 3 hereof.

Section 2. The Canandaigua City School District is hereby authorized to issue its General Obligation Serial Bonds in the aggregate principal amount of not to exceed \$493,750, pursuant to the Local Finance Law of New York, in order to finance the specific objects or purposes described herein.

Section 3. The specific objects or purposes to be financed pursuant to this resolution (hereinafter referred to as "purpose") are the acquisition of five (5) 74-passenger C-2 buses at an estimated maximum cost of \$126,150 each, and two SUV-type vehicles, at an estimated maximum cost of \$39,000 each, all at an estimated maximum aggregate cost of \$708,750.

Section 4. It is hereby determined and declared that (a) the maximum cost of said purpose, as estimated by the Board of Education, is \$708,750, and such amount is hereby appropriated therefor, (b) the Canandaigua City School District plan to finance the cost of said purpose is (i) to expend \$215,000 from the existing 2014 Transportation Vehicle Reserve Fund for such costs; and (ii) to provide up to \$493,750 from funds raised by the issuance of said Bonds and Bond Anticipation Notes hereinafter referred to the Board of Education may appropriate in its discretion undesignated available fund balance therefor; and (c) no money has heretofore been authorized to be applied to the payment of the cost of said purpose.

Section 5. It is hereby determined that the purpose is one of the class of objects or purposes described in Subdivision 29 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is five (5) years.

Section 6. The Canandaigua City School District is hereby authorized to issue its Bond Anticipation Notes in the aggregate principal amount of not to exceed \$493,750, and is hereby authorized to issue renewals thereof, pursuant to the Local Finance Law of New York in order to finance the purpose in anticipation of the issuance of the above described Bonds.

Section 7. It is hereby determined and declared that (a) there are presently no outstanding Bond Anticipation Notes issued in anticipating of the sale of said Bonds, (b) the Bond Anticipation Notes authorized hereby are not issued in anticipation for Bonds for an assessable improvement.

Section 8. It is hereby determined and declared that the Canandaigua City School District reasonably expects to reimburse the general fund, or such other fund utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 9. The faith and credit of the Canandaigua City School District, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and Bond Anticipation Notes as the same respectively become due and payable. And annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall annually be levied on all taxable real property of said School District, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

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Section 10. The power to further authorize the issuance of said Bonds and Bond Anticipation Notes and to prescribe the terms, form and contents of said Bonds and Bond Anticipation Notes, subject to the provisions of this resolution and the Local Finance Law of New York, including without limitation, the consolidation with other issues, the determination to issue Bonds with substantially level or declining annual debt service, whether to authorize the receipt of bids in an electronic format, and to sell and deliver said Bonds and Bond Anticipating Notes, is hereby delegated to the President of the Board of Education or to the Vice President of the Board in the event of the absence or unavailability of the President. The President of the Board of Education and the District Clerk are hereby authorized to sign by manual or facsimile signature any Bonds and Bond Anticipation Notes issued pursuant to this resolution, and are hereby authorized to affix to such Bonds and Bond Anticipation Notes the corporate seal of the School District and to attest the same.

Section 11. After compliance with Section 12 hereof, this resolution, or a summary hereof, shall be published in full by the District Clerk or the Clerk's designee together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the School District. The validity of said Bonds and Bond Anticipation Notes may be contested only if such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or the provisions of law which should be complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 12. This resolution shall be submitted to a referendum of the qualified electors of the School District on May 21, 2019 pursuant to Section 37.00 of the Local Finance Law of the State of New York and shall take effect immediately upon approval at such referendum.

Duly put to a vote as follows:

Mrs. Cheryl Birx	Voting Yes
Mr. Joe Delforte	Voting Yes
Mr. Bill Patrowicz	Voting Yes
Mrs. Michelle Pedzich	Absent
Mrs. Megan Personale	Voting Yes
Mr. John Polimeni	Voting Yes
Dr. Jen Schneider	Voting Yes
Mrs. Beth Thomas	Absent
Mrs. Jeanie Grimm	Absent

Transportation Proposition #1

Dr. Schneider presented the following resolution and moved by Mr. Delforte that it be adopted:

BE IT RESOLVED BY THE BOARD OF EDUCATION AS FOLLOWS:

1. The following notice shall be added to the notice of annual meeting and election:

AND NOTICE IS ALSO GIVEN that the following proposition will be submitted for voter approval at such time:

PROPOSITION #1

Shall the bond resolution adopted by the Board of Education of the City School District of the City of Canandaigua, New York, dated March 11, 2019, authorizing the acquisition of (5) 74-passenger C-2 buses at an estimated maximum cost of \$126,150 each, and two SUV-type vehicles, at an estimated maximum cost of \$39,000 each, all at an estimated maximum aggregate cost of \$708,750, less trade-in value, if any, and the appropriation and expenditure from the existing 2014 Transportation Vehicle Reserve Fund of \$215,000 for such cost; the levy of a tax to be collected in annual installments therefor; the

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issuance of debt obligations of the School District as may be necessary, not to exceed \$493,750, or the board of education may appropriate in its discretion undesignated available fund balance therefor, all be approved?

2. At such meeting taxes to be levied by installments will be proposed providing for payment of the acquisition of school buses. Such taxes shall be levied upon all the taxable property of the District, shall be levied in annual installments and shall be of such amounts and levied in such years as may be determined by the Board of Education.

3. The District Clerk or the Clerk's designee is hereby directed to add the above to the notice of the annual meeting of the School District.

4. This resolution shall take effect immediately upon its adoption.

Duly put to a vote as follows:

Mrs. Cheryl Birx	Voting Yes
Mr. Joe Delforte	Voting Yes
Mr. Bill Patrowicz	Voting Yes
Mrs. Michelle Pedzich	Absent
Mrs. Megan Personale	Voting Yes
Mr. John Polimeni	Voting Yes
Dr. Jen Schneider	Voting Yes
Mrs. Beth Thomas	Absent
Mrs. Jeanie Grimm	Absent

Consensus Agenda

Upon a motion made by Dr. Schneider, seconded by Mrs. Personale, with all present voting yes, the Board of Education approved/accepted the Consensus and Supplemental Agenda:

APPROVED: CONSENSUS AND SUPPLEMENTAL AGENDA

Business and District Matters

1. Treasurer's Report

the Treasurer's Report for the Period of January 1, 2019 – January 31, 2019. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

2. Budget Status Report

the Appropriation Status Report, which is a summary, for the period of July 1, 2018 – January 31, 2019. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

3. Revenue Status Report

the Revenue Status Report, which is a summary, for the period of July 1, 2018 – January 31, 2019. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

4. Volunteer

the request of Mr. Brian Amesbury, Primary-Elementary Principal, for David Tuttle to volunteer to teach a basic martial arts lesson for K-2 classes. He is from USA Masters Martial Arts. David currently does similar lessons with our 3rd-5th graders for Fitness Fun Week. There will be no cost to the district.

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5. Adjudicator

of the below music festival adjudicator for the 2018-2019 school year:

Stacy Yazo – Flutes
Makana Medeiros – Percussion

6. 2019-2020 School Calendar

of the school calendar for the 2019-2020 school year. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

7. Budget Amendment

the below amendment is over \$20,000 and require Board of Education approval. This is necessary to tax certiorari payment:

From: A864	Tax Certiorari Reserve	\$100,000
To: A1964-400-010-0000	Refund Prior Years Tax	\$100,000

8. Budget Transfer

the below budget transfer is over \$20,000 and requires Board approval. This is for updated costs for private schools.

From: A2250 490 010 0000	Special Ed BOCES Services	\$35,000
To: A2550 470 020 0000	Special Ed Tuition Private	\$35,000

9. Agreements and Presenters

the following people will be presenting either in person or by Zoom at the March 15 Superintendent Conference Day:

Dr. Birchak (Bird), Blaine Ray, Stephanie Affinito, Cynthia Merrill - Literacy Connection - Liv Bit, Todd Whittaker, Jennifer Casa-Todd, Will Richardson, Sue Kowalski, Ferrara Fiorenza, P.C., Poverty Simulation, Erica Ebert

10. Volunteers

the request of Mr. John Arthur, Middle School Principal, for the below Rotarians to work with Home & Careers 6th grade to provide support during the instruction for the 4-Way Test, a communication process that teaches critical thinking. Students will learn ways to address real-life social situations that can have a personal impact; for example cheating on tests in school or joining in gossip or drama.

Brian Dennis, Jack Kellogg, Pete Mulvaney, Kathi Nevin, Charlie Parkhurst, Don Raw, Rick Hawks, Karen Sprentall, Nancy Stelnyki, Janet Tenreiro, Kim Tenreiro, Ed Varno, Pete Mulvaney, Nancy Stelnyki

11. Athletic Trips ~ Final Approval

the request of Mr. Jim Simmons, Athletic Director, for final approval for the below trip. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

- **Varsity Baseball**, Orlando, FL, April 12-17, 2019 (*Initial 10/29/18*)
- **Varsity Softball**, Orlando, FL, April 14-18, 2019 (*initial 10/29/18*)
- **Varsity Lacrosse**, Bridgewater, NJ, March 15-16, 2019 (*initial 1/28/19*)

12. Attend Canandaigua Schools

the request of Mrs. Kaylee Kelley, Academy Teacher, for her son, Hudson Kelley, to attend attending Canandaigua Schools as a kindergarten student beginning September 2019.

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the request of Mrs. Jill Clingersmith, Primary-Elementary Teacher, for her daughter, Elizabeth Clingersmith, to attend attending Canandaigua Schools as a kindergarten student beginning September 2019.

13. Donation

the request of Mr. Vernon Tenney, Academy Principal, to accept a donation from the Canandaigua Rotary Club for \$2,000 to be deposited in the music choral fund.

14. Athletic Volunteers

the request of Mr. Jim Simmons forthe below volunteers for spring athletics:

Baseball: Al Almansberger, Jack Wallwork, Butch Kelsey
Boys Lacrosse: Colin Carson, Ed Mulheron, David Dube
Girls Lacrosse: Lauren York
Softball: Michelle Broderick
Track and Field: Jack Coons, Kasey Smith

15. Recommendations of the Committee on Preschool Special Education

the recommendations of the Committee on Preschool Education, which is filed as an attachment in the Supplemental Minutes File.

16. Recommendations of the Committee on Special Education

the recommendations of the Committee on Special Education, which is filed as an attachment in the Supplemental Minutes File.

Personnel

1. Non-Instructional Personnel

A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Michael S. Smith	Building Maintenance Assistant	Retirement	3/22/2019
Devon Melious	Typist, FT	Retirement	4/22/2019
Diane Rocca	Computer Services Assistant	Resignation to Accept another position	3/3/2019
Donna Case	Food Service Helper	Resignation	3/14/2019

B. Addition of Position

In order to stay in compliance with Civil Service, the Board of Education needs to create one (1) new position of Head Automotive Mechanic-Bus Driver.

C. Appointments

Pending Civil Service approval and NYSED fingerprint clearance where applicable:

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<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Candice Sutherland	School Monitor	3/4/2019	\$11.10/hr.
Lynn Nicoletti	Typist	3/11/2019	\$12.32/hr.
Josh Quayle	Substitute Teacher Aide	2/25/2019	\$11.10/hr.
Josh Quayle	Substitute School Monitor	2/25/2019	\$11.10/hr.
Lisa LeFave	Substitute School Monitor	2/25/2019	\$11.10/hr.
Linda Lapresi	Substitute School Bus Monitor	3/5/2019	\$11.10/hr.
Linda Lapresi	Bus Driver Trainee	3/5/2019	\$11.10/hr.
Kristen Bartolotta	Substitute Teacher Aide	2/25/2019	\$11.10/hr.
Kristen Bartolotta	Substitute School Monitor	2/25/2019	\$11.10/hr.
Diane Rocca	Account-Clerk Typist	3/4/2019	\$49,000/yr.

2. Instructional Personnel

A. Resignation for the Purpose of Retirement

resignation for the purpose of retirement from the following individual. On behalf of the District, sincere best wishes for a happy and healthy retirement are offered. Thank you for the many years of service to the youth of the Canandaigua City School District.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service</u>
Eric Obenauer	Social Studies Teacher, Academy	6/30/2019	20

B. Leave of Absence

- i. of Jennifer Danker-Stiles, School Psychologist at the CACC, for a pregnancy-related disability leave of absence to commence on September 4, 2019 and to end on or about September 24, 2019 immediately followed by an unpaid child-rearing leave of absence to end November 26, 2019.

C. Resignation

- 1) of Alissa Clark, Physical Education teacher at the Primary-Elementary School, who resigned from the District effective July 1, 2019.

D. Appointments

1) Interim Substitute Teacher

the following individuals for Interim Substitute Teacher positions as indicated below at an agreed upon rate for the duration of the assignment:

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Sarah Williams	Music Teacher	HS	4/13/19 – 6/21/2019
Kerri Ellison	4 th Grade Teacher	PES	1/29/18 – 4/5/2019
Dawn Smart	Science Teacher	CACC	3/25/19 – 6/28/2019

2) 2019-2020 Curriculum Area Lead Teacher

the following individual for a Curriculum Area Lead Teacher assignment at the contractual rate:
Heather Raulli – Math 6-12

3) Certified Substitute Teacher

the following individual as a Certified Substitute Teacher conditional upon verification of certification and criminal history clearance from the New York State Education Department where appropriate.

Tessa Hanagan

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4) Non-Certified Substitute Teacher

the following individuals as a Non-Certified Substitute Teacher conditional upon verification of certification and criminal history clearance from the New York State Education Department and verification of 2 years of college where appropriate.

Jason Bryant, Anders Namestnik, Ryan Cates, Lindsay Betts

End of Consensus Agenda

Four County Update

Superintendent Farr noted that Four County School Board Association is moving to a Cooperative Service of Wayne Finger Lakes BOCES for the 2019-2020 school year. The cost will be higher but with the aidable amount will be slightly less.

Board Committee Reports

Audit Committee

Mr. Matt Fitch reported on behalf of the Audit Committee which met on March 8. The Committee reviewed the Request for Proposal for internal and external audit services. The Committee discussed and made the recommendation to bring forward at the March 25 Board of Education meeting their decision. The Committee also had a small budget discussion.

The next meeting is scheduled for April 5.

Policy Committee

Superintendent Farr updated the Board that the Policy Committee has reviewed all the mandatory policies and are in the process of reviewing policies that are Canandaigua specific.

District Committee Reports

Council for Instructional Excellence (CIE)

Dr. Schneider reported on behalf of CIE which met on February 13. The Committee reviewed curriculum and programs review for career and Technical Development, 7-12 Science Outcome, and K-12 Enrichment. The Committee also received an update for the upcoming Superintendent Conference Day scheduled for March 15.

The next meeting is scheduled for March 13.

Character Education

Mrs. Caroline Chapman reported on the February 27 Character Education meeting. Additional community partners are being invited to the upcoming meetings. A newsletter have been created that will be distributed to all partners.

The next meeting is scheduled for March 20.

Upcoming Events

- March 12 - Evening K-5 Conferences
- March 12 - CMS 6th Grade Band & Chorus
- March 15 - Superintendent Conference Day
- March 15-16 - Academy Players: All Shook Up
- March 19 - Elementary Music in our Schools Month

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- March 21 - District Orchestra Concert, Grades 5-12
- March 25 - Modified Spring Sports Start
- March 25 - **Regular Board Meeting**
- March 26 - 7th and 8th Chorus, 7th Grade Band
- March 27 - Kindergarten Registration Parent Night
- March 27 - Academy Concert – Wind Ensemble & Guest Band
- March 29 - CA Idol Show

Adjournment

Upon a motion made by Mr. Delforte, seconded Dr. Schneider with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 8:09 p.m. The next Regular meeting will be on March 25, 2019 at the Operations Center at 6:30 p.m.

Respectfully submitted,

Deborah Sundlov
District Clerk