



---

The Regular meeting of the Canandaigua City School District Board of Education was held on Monday, March 25, 2019 at 5:30 p.m. in the Canandaigua City School District Operations Center, President Grimm presiding.

**BOARD MEMBERS PRESENT:** Jeanie Grimm, Cheryl Birx, Joe Delforte, Bill Patrowicz, Michelle Pedzich, Megan Personale, John Polimeni, Jen Schneider, Beth Thomas

**LEADERSHIP TEAM PRESENT:** Matt Fitch, Brian Nolan, Matt Schrage

**LEADERSHIP TEAM ABSENT:** Jamie Farr

**ADMINISTRATIVE TEAM PRESENT:** Brian Amesbury, John Arthur, Emily Bonadonna, Cary Burke, Caroline Chapman, Stephanie Knapp

**BOARD DISTRICT CLERK:** Deborah Sundlov

**OTHERS PRESENT:** Mike Prusinowski, Greg Kane, Roberta Bittel, Ellen Polimeni, several teachers, students and families

### ***Executive Session***

Upon a motion made Mrs. Thomas, seconded Mr. Delforte, with all present voting yes, the Board of Education approved calling an Executive Session at 5:30 p.m. for the purposes discussions regarding proposed, pending or current litigation and the medical, financial, credit or employment history of a four particular person(s) leading to the appointment, employment, promotion, demotion, discipline, suspension or removal of a particular person or corporation.

### ***Return to Open Session***

Upon a motion made by Mrs. Pedzich, seconded by Dr. Schneider with all present voting yes, the Board of Education returned to Open Session at 6:15 p.m.

### ***Pledge of Allegiance to the Flag***

Mrs. Grimm called the meeting to order at 6:30 p.m. with first grader Damien Miller leading all in the Pledge of Allegiance.

### ***Superintendent's Report***

Music in our Schools Month – Greg Kane

Mr. Greg Kane, Music Lead Teacher, introduced music teachers Mr. Sean Perry and Ms. Taylor Eike who will be attending the Carnegie Hall performance with composer Eric Whitacre in April. The Board was treated to two songs that will be performed.

*Those not participating in the rest of the meeting left at 6:47 p.m.*

### ***Public Comments***

There were no public comments.

### ***Student Representative ~ Drew Bittel***

Student Representative, Drew Bittel noted that March is Music in our Schools month with a few more events planned. The Academy Players All Shook Up ended with great attendance and experience for all. The Class

**Canandaigua City School District**  
**Minutes – March 25, 2019**

---

of 2019 had a 100 day celebration. Kindergarten parent night is scheduled for March 27. CA Idol is planned for March 29. College night at the Academy is scheduled for April 9. Unified basketball will be beginning soon.

**February Warrants**

Upon a motion made by Mrs. Pedzich, seconded by Mr. Polimeni, with all present voting yes, the Board of Education approved the February Warrants.

**APPROVED: WARRANTS**

0155 Federal ACH000107  
0156 Federal ACH000108  
0157 General 009477-009488 (Positive Pay)  
0158 General 009489 (Positive Pay)  
0159 General 009490-009491 (Positive Pay)  
0161 Federal ACH000109  
0162 General ACH004098-ACH004131  
0163 Capital 000334 (Check Print)  
0164 Federal 000462-000464 (Check Print)  
0165 General 009492-009622 (Check Print)  
0166 Federal ACH000110  
0167 General 009623-009625 (Positive Pay)  
0168 Federal ACH000111  
0170 Federal ACH000112  
0171 General ACH004132-ACH004145  
0172 General 009626-009630 (Positive Pay)  
0173 Federal 000465 (Check Print)  
0174 Capital 000335 (Check Print)  
0175 General 009631-009670  
0176 Cafeteria 001826-001839  
V142 General 009335 (Positive Pay)  
V152 General 009481 (Positive Pay)  
V155 Federal ACH000107  
V166 Federal ACH100110

Warrant #'s 0173-0175 show in Wincap as March, but the warrants were closed and expended in February.

**Budget Presentation**

**Proposed 2019-2020 Budget Presentation**

Mr. Matt Fitch, Assistant Superintendent for Business, presented the draft 2019-2020 budget. The maximum allowable levy will be 2.65%. He reviewed the tax levy history since 2012-2013 showing the Board has not exceeded the cap. He also reviewed the foundation aid history since 2007-2008 showing the shortfalls each year. A few positives for the budget would be decreases in workers' compensation, teachers' and employees' retirement system, no increase in dental, and a 1% increase in health insurance. A couple of challenges will be out-of-district special education expenses with an increase of 23% and a .25% increase in state aid. He also reviewed the requested and proposed staffing additions. Staffing reductions will take place through attrition with five primary-elementary teachers and one assistant principal, due to restructuring of the Primary-Elementary building.

There are two capital outlay projects included in the 2019-2020 budget as follows:

**Middle School \$100,000**

Work includes the removal of a non functioning fire pump located in the Middle School and installation of a new diesel powered fire pump, connections to the existing distribution piping and programming. The installation of the new fire pump will require the existing door to be removed and a new larger door to be installed to allow sufficient access.

**Canandaigua City School District**  
**Minutes – March 25, 2019**

---

District Office \$600,000

Work includes the removal of existing steam boilers and perimeter fin tube radiant heat system. Work will include the installation of two new hot water boilers and new hot water fin tube radiant heat system with new covers. Associated work including electrical connections, piping and cutting and patching of walls will be part of the project.

The three-part budget was presented as follows:

Administration	\$ 6,389,443
Program	\$ 59,150,671
Capital	\$ 10,674,988
Total	\$ 76,214,991

Reserves would be appropriated in balancing the budget.

Mr. Fitch offered three proposed tax levy options to the Board. From a 2.25% tax levy increase to the maximum of 2.65%.

The Board had discussion on the use of fund balance and the tax levy. Each Board member expressed their comfort level with the 2.41% tax levy, a couple would be comfortable with higher, and a few wanting the recommendation from the Superintendent and Assistant Superintendents based on the districts needs. Discussion ensued with various costs such as special education.

Mr. Fitch stated we are awaiting the Legislative State Aid Release, which will help us to determine where the district is comfortable with the tax levy and reserves. The hope is to adopt the budget at the April 8 Board meeting. It needs to be Board approved by April 26.

***Resolution Regarding State Environmental Quality Review (District Office)***

Mrs. Birx presented the following resolution and duly moved that it be adopted and was seconded by Mrs. Thomas:

**WHEREAS**, the Board of Education of the Canandaigua City School District has considered the impacts to the environment of the proposed 2019 Capital Improvement Project at the District Offices. The work includes:

The removal of existing steam boilers and perimeter fin tube radiant heat system. Work will include the installation of two new hot water boilers and new hot water fin tube radiant heat system with new covers. Associated work including electrical connections, piping and cutting and patching of walls will be part of the project, and other ancillary work as needed to complete the scope of work.

**WHEREAS**, the Board has reviewed the scope of the Proposed Action and has further received and considered the advice of its Architects, SEI Design Group, with respect to the potential for environmental impacts resulting from the Proposed Action; and

**WHEREAS**, the District has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR part 617.5(c) (1), (2) and (3) and concluded that the project involves activities involving no substantial changes in existing structures or facilities, and replacement, rehabilitation or reconstruction of structures or facilities in kind and routine activities of an educational institution, now therefore;

**BE IT RESOLVED**, by the Board of Education as follows:

1. The Proposed Action individually and collectively does not exceed thresholds established under 6 NYCRR Part 617 of the State Environmental Quality Review Act (SEQRA).
2. The Board hereby determines that the Proposed Action is a Type II action in accordance with the SEQRA regulations.

**Canandaigua City School District**  
**Minutes – March 25, 2019**

---

3. No further review of the Proposed Action is required under SEQRA.
4. This Resolution shall be effective immediately.

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	Voting Yes
Mrs. Megan Personale	Voting Yes
Mr. John Polimeni	Voting Yes
Dr. Jen Schneider	Voting Yes
Mrs. Beth Thomas	Voting Yes
Mrs. Jeanie Grimm	Voting Yes

The Resolution was thereupon declared adopted.

***Resolution Regarding State Environmental Quality Review (Middle School)***

Mrs. Pedzich presented the following resolution and duly moved that it be adopted and was seconded by Mrs. Personale:

**WHEREAS**, the Board of Education of the Canandaigua City School District has considered the impacts to the environment of the proposed 2019/2020 Capital Outlay Project at the Middle School. The work includes:

The removal of a non-functioning fire pump located in the Middle School and installation of a new diesel powered fire pump, connections to the existing distribution piping and programming. The installation of the new fire pump will require the existing door to be removed and a new larger door to be installed to allow sufficient access, and other ancillary work as needed to complete the scope of work.

**WHEREAS**, the Board has reviewed the scope of the Proposed Action and has further received and considered the advice of its Architects, SEI Design Group, with respect to the potential for environmental impacts resulting from the Proposed Action; and

**WHEREAS**, the District has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR part 617.5(c) (1), (2) and (3) and concluded that the project involves activities involving no substantial changes in existing structures or facilities, and replacement, rehabilitation or reconstruction of structures or facilities in kind and routine activities of an educational institution, now therefore;

**BE IT RESOLVED**, by the Board of Education as follows:

1. The Proposed Action individually and collectively does not exceed thresholds established under 6 NYCRR Part 617 of the State Environmental Quality Review Act (SEQRA).
2. The Board hereby determines that the Proposed Action is a Type II action in accordance with the SEQRA regulations.
3. No further review of the Proposed Action is required under SEQRA.
4. This Resolution shall be effective immediately.

Duly put to a vote as follows:

Mrs. Cheryl Birx	Voting Yes
Mr. Joe Delforte	Voting Yes

**Canandaigua City School District**  
**Minutes – March 25, 2019**

---

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

The Resolution was thereupon declared adopted.

**Assessment Settlement**

Mr. Delforte presented the following resolution and duly moved that it be adopted and was seconded by Mrs. Thomas:

**WHEREAS**, Five Star Bank filed tax certiorari proceedings challenging the assessment on its property located at 2425 Rochester Road in the Town of Canandaigua, for the 2017-18 and 2018-19 tax years; and

**WHEREAS**, Five Star Bank has proposed settlement of the proceedings upon the reduction of the assessment to \$572,000; and

**WHEREAS**, the Town of Canandaigua supports the settlement proposal; and

**WHEREAS**, the Board of Education is willing to settle the proceedings pursuant to the terms outlined above.

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Board of Education agrees to settle the tax certiorari proceedings commenced by Five Star Bank in accordance with the terms set forth above and in the form approved by Ferrara Fiorenza PC and hereby delegates to Ferrara Fiorenza PC the authority to execute such settlement documents.
2. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote, which resulted as follows:

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

The Resolution was thereupon declared adopted.

**Assessment Settlement**

**WHEREAS**, Five Star Bank filed tax certiorari proceedings challenging the assessment on its property located at 2425 Rochester Road in the Town of Canandaigua, for the 2017-18 and 2018-19 tax years; and

**WHEREAS**, Five Star Bank has proposed settlement of the proceedings upon the reduction of the assessment to \$572,000; and

**Canandaigua City School District**  
**Minutes – March 25, 2019**

---

**WHEREAS**, the Town of Canandaigua supports the settlement proposal; and

**WHEREAS**, the Board of Education is willing to settle the proceedings pursuant to the terms outlined above.

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Board of Education agrees to settle the tax certiorari proceedings commenced by Five Star Bank in accordance with the terms set forth above and in the form approved by Ferrara Fiorenza PC and hereby delegates to Ferrara Fiorenza PC the authority to execute such settlement documents.
2. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote, which resulted as follows:

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

***Consensus Agenda***

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

**APPROVED: CONSENSUS AND SUPPLEMENTAL AGENDAS**

Mr. Patrowicz commended the library for how they reported the budget information last year and hoped they do the same this year. Mr. Polimeni was not pleased with Wood Library adding an increase this year. He does not agree with this occurring each year. School districts in New York State are required to place on their ballots upon request their public library's request for an increase in their levy. We include this in our minutes as an acknowledgment of the request.

**Business and District Matters**

**1. Treasurer's Report**

the Treasurer's Report for the Period of February 1, 2019 – February 28, 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 – February 28, 2019. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

**Canandaigua City School District**  
**Minutes – March 25, 2019**

---

**3. Revenue Status Report**

the Revenue Status Report, which is a summary, for the period of July 1, 2018 – February 28, 2019. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

**4. Foreign Exchange Student**

the request of Mr. Vernon Tenney, Academy Principal, for anticipated AFS exchange student **Jasmin Leimgruber** from Switzerland, for the 2019-2020 school year. Additional information is included as an attachment and will be filed in the Supplemental Minutes File.

**5. Wood Library ~ Proposition 2**

Resolved, that pursuant to Education Law, Section 259, the Board of Education of the Canandaigua City School District is authorized to levy and collect an annual tax, year after year, separate and apart from the annual school district budget, in the amount of \$700,268, which shall be paid to the Wood Library Association of Canandaigua for the support and maintenance of the library; with this appropriated amount to be the annual appropriation until thereafter modified by a future vote of the electors of the Canandaigua City School District.

**6. Field Trip ~ Final Approval**

the request of Mr. Vernon Tenney for final approval of the below trip. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

- **Carnegie Hall Performance**, New York City, NY, April 26-April 29, 2019 (*initial 4/25/18*)

**7. Field Trip ~ Initial Approval**

the request of Mr. Vernon Tenney for initial approval for the below trip. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

- **Robotics National**, Detroit, MI, April 24-28, 2019

**8. Agreements**

an agreement with CMAC for 2018-2019 Commencement on June 30, 2019.

an agreement with Greater Canandaigua Civic Center for ice time for Varsity Hockey for the 2018-2019 school year.

**9. Textbook Adoption ~ Initial Approval**

At the March CIE meeting, the Council reviewed the following textbook adoptions. A thorough review occurred through the department, the building principal, and finally the CIE as directed in the district's Curriculum Procedures Manual.

- Entrepreneurship: Ideas in Action
- Cengage Learning – Cynthia L. Greene 2018
- Business Ownership Grades 10-12

**Canandaigua City School District**  
**Minutes – March 25, 2019**

---

**10. Audit Services**

awarding of the Request for Proposal for Independent Audit Services to Raymond F. Wager, CPA, P.C., A Division of Mengel Metzger Barr & Co., LLP for the fiscal years ending 2020 through 2024 per the attached price sheet.

awarding of the Request for Proposal for Internal Audit Services to The Bonadio Group for the fiscal years ending 2021 through 2025.

**11. 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.

**12. 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**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Reason</u></b>	<b><u>Effective</u></b>
Allie Dillman	School Bus Driver	Retirement	3/30/2019

B. **Appointments**

*Pending Civil Service approval and NYSED fingerprint clearance where applicable:*

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Effective</u></b>	<b><u>Rate</u></b>
Kim Brocklebank	Substitute RPN	3/12/2019	\$20.00/hr.
Nicole Jones	Substitute Teacher Aide	3/25/2019	\$11.10/hr.
Ashley Lantz	Substitute Teacher Aide	3/25/2019	\$11.10/hr.
Marco Fantauzzi	Substitute School Bus Driver	3/18/2019	\$14.91/hr.
Aaron Lambeth	Substitute School Bus Driver	4/3/2019	\$14.91/hr.
Josh Quayle	Substitute Food Service Helper	3/18/2019	\$11.10/hr.
Stephanie Wall	Substitute Teacher Aide	3/26/2019	\$11.10/hr.
William Chrysler	Bus Driver Trainee	3/25/2019	\$11.10/hr.

2. **Instructional Personnel**

A. **Resignation**

- 1) of Vincent Schoedel, Interim Substitute ELA teacher at the Academy, from the District effective March 27, 2019.
- 2) of Riane Flint, Special Education teacher at the Elementary School, from the District effective June 30, 2019.

B. **Leave of Absence**

- 1) of Christine Paige, Assistant Director of Special Programs, for a pregnancy-related disability leave of absence to commence on or about March 6, 2019 and to end on or about May 29, 2019.

**Canandaigua City School District**  
**Minutes – March 25, 2019**

---

C. Appointments

1) Spring Coaches

the following individuals to Spring Coaching positions at the contractual rate:

<u>Coach</u>	<u>Sport</u>
DeTaeye, Charles	Modified "B" Track
Holtby, Rebecca	Modified "B" Softball

2) Interim Substitute Teacher

the following individual for Interim Substitute Teacher position 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>
Amber Pawlak	Kindergarten Teacher	PES	5/20/2019-6/26/2019

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.

Patricia Sloan

***End of Consensus Agenda***

***District Committee Reports***

Council for Instructional Excellence (CIE)

Mr. Matt Schrage, Assistant Superintendent for Instruction, reported on behalf of CIE which met on March 13 meeting. The Committee reviewed a textbook for adoption. A computer science update was provided that included professional development through Amazon with no cost to the district. An update on the March 15 Superintendent Conference Day was positive. The day included staff from Canandaigua, Marcus Whitman, Midlakes and Naples. The next meeting is scheduled for April 10.

Character Education

Mrs. Caroline Chapman, Director of Advisement and Communication, reported on behalf of the Character Education committee which met on March 20. The Committee had a couple of potential partners in attendance. A mixer is being scheduled for May.

***Closing Remarks***

Dr. Schneider commented that she attended the Robotics event at Rochester Institute of Technology over the weekend and it was spectacular.

***Upcoming Events***

- March 26 - 7<sup>th</sup> & 8<sup>th</sup> Chorus, 7<sup>th</sup> Grade Band
- March 27 - Kindergarten Registration Parent Night
- March 27 - CA Wind Ensemble & Guest Band
- March 29 - CA Idol Show
- April 2-6 - ELA Testing Grades 6-8
- April 2 - Academy Vocal Concert
- April 4 - College Night
- April 5 - Audit Committee Meeting
- April 8 - Regular Board Meeting

**Canandaigua City School District**  
**Minutes – March 25, 2019**

---

- April 9-10 - Kindergarten Registration
- April 9 - Symphonic Band, 8<sup>th</sup> Grade Band Concert
- April 10 - Academy Orchestra
- April 15-19 - Spring Break
- April 24 - Regular Board Meeting (**WEDNESDAY**)

***Adjournment***

Upon a motion made by Mrs. Pedzich, seconded Mrs. Thomas, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 7:30 p.m. The next Regular meeting will be on April 8, 2019 at the Operations Center at 6:30 p.m.

Respectfully submitted,

Deborah Sundlov  
District Clerk