



The Regular meeting of the Canandaigua City School District Board of Education was held on Monday, June 17, 2019 at 6:31 p.m. in the Canandaigua City School District Operations Center, President Grimm presiding.

- BOARD MEMBERS PRESENT:** Jeanie Grimm, Cheryl Birx, Bill Patrowicz, Michelle Pedzich, John Polimeni, Jen Schneider, Beth Thomas
- BOARD MEMBERS ABSENT:** Megan Personale
- LEADERSHIP TEAM PRESENT:** Jamie Farr, Matt Fitch, Brian Nolan, Matt Schrage
- ADMINISTRATIVE TEAM PRESENT:** Caroline Chapman, Jim Simmons, Brian Amesbury, Emily Bonadona
- BOARD DISTRICT CLERK:** Deborah Sundlov
- OTHERS PRESENT:** Milton Johnson, Karen Polimeni, Megan Swing, coaches, athletes and parents

Call to Order and Pledge of Allegiance to the Flag

Mrs. Grimm called the meeting to order at 6:31 p.m. with fifth grader Xavier Payne leading all in the Pledge of Allegiance. Superintendent Farr noted earlier in the year as a class project Xavier sent a letter to NFL player Peyton Manning. Mr. Farr handed Xavier a response from Peyton.

President's Comments

Mrs. Grimm welcomed all in attendance.

Superintendent's Report

Mrs. Caroline Chapman, Director of Advisement and Communications, introduced an intern she had during the school year, Mitchell Steedman. Mitchell is a senior who worked with Mrs. Chapman creating one minute videos of several staff members. The Board was treated to the video of Mrs. Jean MacKenzie, Director of Student Intervention.

Spring Athletes Recognition

Mr. Jim Simmons, Athletic Director, noted the following were Scholar Athletic Teams this season: girls lacrosse, boys tennis, boys track and girls track.

The following teams with athletics and coaches were also recognized on a great season: baseball, boys lacrosse, girls lacrosse, softball, track and field.

Those not participating in the rest of the meeting left at 7:12 p.m.

Student representative from the 2017-2018 school year, Megan Swing was in attendance. Megan stated she has finished her first year at Alleghany College, spent a month in Italy and will be traveling to China.

Public Comments

There were no public comments.

Minutes

Upon a motion made by Mrs. Pedzich, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved the Regular Board Minutes of June 3, 2019.

APPROVED: MINUTES



Warrant Review

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

APPROVED: WARRANTS

- 0217 General 010004-010008 (Positive Pay)
- 0218 Federal ACH000121
- 0220 General 010009-010013 (Positive Pay)
- 0221 General ACH004290-ACH004352
- 0222 General 010014-010113 (Check Print)
- 0223 Federal ACH000122-ACH000124
- 0224 Capital 000337 (Check Print)
- 0226 Federal 000488-000494 (Check Print)
- 0227 Capital 000338 (Check Print)
- 0228 Federal ACH000125-ACH000127
- 0229 General ACH004353-ACH004408
- 0230 General 010114-010212 (Check Print)
- 0231 General 010213-010215 (Positive Pay)
- 0233 Cafeteria 001893-001920

Bus Tire Caps

Upon a motion made by Mrs. Birx, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved voting on the Bus Tire Caps.

APPROVED: BUS TIRE CAPS

Opening of bids was held on June 3, 2019. Term is July 1, 2019-June 30, 2020 with extensions available up to an additional 24 months.

Contract: Bus Tire Caps
Contractor: Lewis General Tires
Base Bid: \$279.95/tire

The Assistant Superintendent for Business recommends that the Board of Education award the contract for the Bus Tire Caps as follows:

Contract: Lewis General Tires \$279.95/tire

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Mrs. Cheryl Birx	Voting Yes
Mr. Bill Patrowicz	Voting Yes
Mrs. Michelle Pedzich	Voting Yes
Mrs. Megan Personale	Absent
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 Mrs. Pedzich, seconded by Mrs. Birx, 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 May 1, 2019 – May 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 – May 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 – May 31, 2019. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

4. Budget Transfer

the below transfer is over \$20,000 and requires Board of Education approval. This is necessary to write off 2016-17 summer school estimated state aid receivable balance that will not be received.

From	1910-443-010-0000 Liability Insurance	\$22,938
To	1989-400-010-0000 Unclassified Contractual	\$22,938

5. Agreement

an agreement with Upstate Music Therapy Center, LLC to provide music therapy services per student(s) IEPs, July 1, 2019-June 30, 2020, rates per contract.

6. Transfer to Reserve Funds

WHEREAS, Education Law Section 3653 requires that no monies may be paid or transferred into any reserve fund established by a school district unless expressly authorized by a resolution of its board of education; and

WHEREAS it has been determined by the Board of Education of the Canandaigua City School District (the "Board") that it is in the School District's best interest to transfer moneys pursuant to the School District's Reserve Fund Plan; and

WHEREAS, in compliance with Education Law Section 3653, the Board desires to authorize the transfers pursuant to its Reserve Fund Plan;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Canandaigua City School District does hereby approve the following reserve funds transfers:

- Transfer of up to \$900,000 to the Retirement Contribution Reserve Fund created in accordance with General Municipal Law Section 6-r from unappropriated fund balance;
- Transfer of up to \$512,000 to the Teacher Retirement Contribution Reserve Fund created in accordance with General Municipal Law Section 6-r from unappropriated fund balance;
- Transfer of up to \$20,000 to the Unemployment Reserve Fund created in accordance with General Municipal Law Section 6-m from unappropriated fund balance;
- Transfer of up to \$600,000 to the Transportation Vehicle Reserve Fund created in accordance with Education Law Section 3651 from unappropriated fund balance;



- Transfer of up to \$410,000 to the Workers' Compensation Reserve Fund created in accordance with General Municipal Law Section 6-j from unappropriated fund balance;
- Transfer of up to \$1,084,753 to the 2016 Capital Reserve Fund created in accordance with Education Law Section 3651 from unappropriated fund balance;
- Transfer of up to \$2,000,000 to the 2017 Capital Equipment Reserve Fund created in accordance with Education Law Section 3651 from unappropriated fund balance;

7. Surplus Books

the request of Mr. Vernon Tenney, Academy Principal, to declare as the attached listing of surplus books. These materials are outdated and are no longer used.

the request of Mr. Brian Amesbury, Primary-Elementary Principal, to declare as the attached listing of surplus books. These materials are outdated and are no longer used.

8. Donations

the request of Mr. Vernon Tenney to accept the following donations:

- \$500 from **Canandaigua Carpets** for the Music Choral Fund
- \$500 from **Rotary** for the Interact Club

9. Negotiated Agreement

the negotiated agreement between the Superintendent of Schools of the Canandaigua City School District and the Canandaigua City School District Custodial Maintenance Bus Mechanic Association for the 2019-2020, 2020-2021 and 2021-2022 school years and authorization for the Superintendent to sign the contract for the District.

10. Monroe 2-Orleans BOCES Bidding - Music Co-Op

BE IT RESOLVED, that the Board of Education of Canandaigua City School District, does authorize the purchasing agent for Monroe 2-Orleans BOCES, to enter into any and all Cooperative bidding ventures conducted during the 2019-2020 school year.

11. 2018-2019 Reserve Plan

approval of the attached Financial Reserve Plan for the fiscal year July 1, 2019-June 30, 2019.

12. Volunteers

the request of Mr. Brian Amesbury for the below volunteers for The Spot the rest of the 2018-2019 school year and for the 2019-2020 school year.

Sarah Chilson, Dave Plante, Amy Scibelli, Danielle Hines, Lisa Rhein, Kristen Donnelly,
Marie Roland, Maherly Schaeffer, Katie Haag, Kim Fletcher, Mandy Walsh

13. 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.

14. 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. Retirement

retirement of the following individuals. 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 Canandaigua City School District.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service</u>
Joan Reed	Teacher Aide	6/30/2019	27
Sharon Dutcher	School Bus Driver	6/30/2019	29
Kathleen Elliott	Custodian	8/30/2019	18

B. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Sherry Georgeson	Teacher Aide	Resignation	6/30/2019
Randy Boylan	Head Groundskeeper	Resignation in order to accept another position	6/30/2019
Jean Slack	School Monitor	Resignation	6/24/2019

C. Appointments

Pending Civil Service approval and NYSED fingerprint clearance where applicable:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
John O'Mara	Sub School Bus Monitor	6/10/2019	\$11.10/hr.
Griffon Bond	Student Helper – Technology	7/8/2019	\$11.10/hr.
Matthew Dramer	Student Helper – Technology	7/8/2019	\$11.10/hr.
Jack Ciranni	Student Helper – Technology	7/8/2019	\$11.10/hr.
Brooke Bowman	Student Helper – Technology	7/8/2019	\$11.10/hr.
Matthew Beyer	Student Helper – Technology	7/8/2019	\$11.10/hr.
Brian Beyer	Student Helper – Technology	7/8/2019	\$11.10/hr.
Jaclyn Jorolemon	Student Helper – Technology	7/8/2019	\$11.10/hr.
Jared Jorolemon	Student Helper – Technology	7/8/2019	\$11.10/hr.
Stanley Lin	Student Helper – Technology	7/8/2019	\$11.10/hr.
Aiden McCarthy	Student Helper – Technology	7/8/2019	\$11.10/hr.
Linda Lapresi	Substitute School Bus Driver	6/14/2019	\$14.91/hr.
Fatima Tahir	Substitute Teacher Aide	6/17/2019	\$11.10/hr.

2. Instructional Personnel

A. Resignation

- Emily Bonadonna has resigned from her position of Assistant Principal at the Primary-Elementary School effective June 30, 2019 in order to accept the position of Principal of the Primary-Elementary School.

B. Appointments

The Board of Education of the Canandaigua City School District hereby accepts the recommendation of the Superintendent to appoint the following instructional employees. Eligibility for tenure as a classroom teacher or building principal is contingent upon his/her successful completion of the probationary term and having received composite or overall APPR rating of either "Effective" or "Highly



Effective” in at least three of the four preceding years and a rating higher than “Ineffective” in the final year of the probationary period.

- 1) Leah Stevens received her Bachelor’s degree in Psychology and her Master’s degree in Literacy both from Nazareth College. She has been teaching since 2009. Ms. Stevens is appointed to a long-term substitute Interventionist Teacher position effective July 1, 2019.
- 2) Danae Sciolino received her Bachelor’s degree in Music from SUNY Fredonia and earned her Master’s degree in Art and Sciences from SUNY Stony Brook. She has worked in other school districts for the past 4 years. Ms. Sciolino is appointed to a 1.0 FTE, 4-year probationary Music Teacher position at the Middle School with a tenure area of Music effective September 1, 2019. This position is available as a result of a resignation.

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Step/Rate</u>
Leah Stevens	Literacy B-6; Literacy 5-12; Students w/ Disabilities 1-6; Childhood Ed 1-6	7/1/2019-6/30/2020	Step 4.8
Danae Sciolino	Music-Band K-12	9/1/2019	Step 1

3) Winter Coach

the following individual to a Winter Coach position at the contractual rate:
David Taft, Varsity Hockey

4) Summer Reading Program 2019 – 2020

the following teachers for the Summer Reading Program at the contractual rate:
Katie Beaudoin, Haley Bickel, Kristina Cahoon, Lisa Carro, Genial Close, Danielle Consaul, Regina Czora, Kathryn Hanford, Brandon Herod, Lori LaFave, Jennifer Manning, Christine McClain, Tabitha Metz, Kelli Powell, Leslie Tomanovich, Kathy Tyler

the following staff substitutes for the Summer Reading Program:
Jessica Brotsch, Melinda Fikes, Shaynee Juliano, Lisa Lupton, Stacy Sabin, Kelly Scammell, Jonny Zacharias

5) Extended School Year Summer Program

the following staff members for the Extended School Year Summer Programs at rates in accordance with contract:

12:1:1 Professional Staff:

- Lisa Cooke - Special Education Teacher
- Sam Marren - Special Education Teacher
- Chris Rodriguez - Special Education Teacher
- Brett Sabin - Special Education Teacher
- Signa Trowbridge - Special Education Teacher
- Wendy Avery - Special Education Teacher
- Carol Nicholson - Special Education Teacher

15:1 Professional Staff:

- Angel Clark - Special Education Teacher
- Deb VanDeMortel- Special Education Teacher

Related Service Providers:

- Hannah Redington - Occupational Therapist
- Chris D’Amato - Physical Therapist



Kassie Strack - Speech Therapist

School Nurses:

Michelle Christenson: July 22-August 2

Christine Palmer: July 8-9

Lorraine Ryan: July 8-19

Kelly Smith: August 5-16

School Social Worker

Mary Kate Cywinski

Work Coordinator:

Barb Landon

Substitute Teachers:

Kay Nemecek, Michele Castle

Teacher Aides:

15:1 8:30-11:30

Wendy Buskey, Barb Newtown

12:1:1 and ratio aides 8:30-1:30

Bailey Bobbette, April Burke, Katrina Canino, Mary Connor, Nissa Deibler, Linda Gerstner, Sue Hockenberry, Cynthia Lyke, Diane Ludwig, Sue Manaco, Sharon McMillan, Pat Mondore, Tammy Moore, Bridgett Mussaw, Annemarie Reed, Ann Rodak, John Rivera, Mary Santella, Heather Schroeder, Camelia Sheesley, Trisha Vattimo, Mary Ann Walker, Mary Jane Welch

Substitute Aides:

Lynne Davis, Christine DeRycke

6) Individual Contracts

- (a) for the Superintendent to have approval from the Board of Education to allow the Superintendent and the Board President to finalize the following individual contracts, copies of which will be in the Supplemental Minutes file:

Susan Friend, Senior Computer Services Assistant

Brad Kovalovsky, Senior Computer Services Assistant

Tracy Lindsay, School District Data Specialist

Kelli McMillin, Computer Services Assistant

Sarah O'Brien, Treasurer

Matt Schrage, Assistant Superintendent of Instruction

Deb Sundlov, District Clerk and Confidential Secretary to the Superintendent

- (b) for the Board President to finalize the Superintendent contract, copy of which will be in the Supplemental Minute file:

Jamie Farr, Superintendent

7) Tenure Appointments

the following staff members are being recommended for tenure appointments pending successful completion of their probationary periods. They have been reviewed by their Building Principal, the Superintendent and the Board of Education. The Superintendent recommends that the Board of Education approve the appointment to tenure in the Canandaigua City School District the following staff members:



<u>Name</u>	<u>Tenure Area</u>	<u>Effective</u>
Jessica Brotsch	Elementary	9/1/2019
Sarah Goodman-Brown	Elementary	9/1/2019
Kylie Hart	Elementary	9/1/2019
Patricia Hutchings	Teaching Assistant	9/1/2019
Irene Leggiero	Special Education	9/1/2019
Rebecca McLaughlin	Social Studies	9/1/2019
Jennifer Rosenbauer	Science	9/1/2019
Kellie Simpson	Elementary	9/1/2019
Alyssa Zacharias	Elementary	9/1/2019
Abby Zanowick	Science	9/1/2019

End of Consensus Agenda

Board Committee Reports

Audit Committee ~ Mrs. Michelle Pedzich

Mrs. Pedzich reported on behalf of the Audit Committee which met on June 14. The Committee received an update on the year-end audit from Mr. Tom Zuber, Raymond Wager, CPA, P.C. a Division of Mengel Metzger Barr & Co. The Committee reviewed the fund balance projections, unpaid lunch balances and changes to the STAR program and the evaluation of the claims auditor. The Committee and Board of Education saw a photo taken by Mr. Greg Kane while traveling to New York City with the Academy Chamber Choir purchasing subway tickets for the choir. The photo is of the subway agent and Mr. Kane exchanging cash for the tickets.

District Committee Reports

Council for Instructional Excellence (CIE)

Dr. Schneider reported on behalf of CIE which met on June 12. The Committee received updates on several curriculum, Professional Development, and Academic Intervention Services.

Upcoming Events

- June 18 - CMS Concert
- June 19 - 4th Grade Concert
- June 20 - 5th Grade Field Day
- June 30 - Commencement
- July 1 - Reorganization Meeting

Adjournment

Upon a motion made by Mrs. Pedzich, seconded Dr. Schneider with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 7:23 p.m. The next Regular meeting will be on July 29, 2019 at the Operations Center at 4:00 p.m.

Respectfully submitted,

Deborah Sundlov
District Clerk