



The Regular meeting of the Canandaigua City School District Board of Education was held on Thursday, January 19, 2017 at 5:17 p.m. in the Canandaigua City School District Operations Center, President Grimm presiding.

BOARD MEMBERS PRESENT: Jeanie Grimm, Cheryl Birx, Joe Delforte, Bill Patrowicz, John Polimeni, Beth Thomas, Tom Reho, Ralph Undercoffler,

BOARD MEMBERS ABSENT: Michelle Pedzich

LEADERSHIP TEAM PRESENT: Lynne Erdle, Brian Nolan, Matt Schrage, John Zappia

ADMINISTRATIVE TEAM PRESENT: Brian Amesbury, John Arthur, Dan Bowman, Cary Burke, Mike McClain, Vernon Tenney, Andy Thomas

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Scott Bischooping, Ryan Bittel, Lynn Coleates, Sarah O'Brien, Karen Polimeni, Chris VanDyne, Kevin Wall, many students and families

### ***Executive Session***

Upon a motion made by Mrs. Birx, seconded Mr. Patrowicz with all present voting yes, the Board of Education approved calling an Executive Session at 5:17 p.m. for the purposes of discussing seventeen employment history of a particular employees and matters leading to the appointment, employment, promotion, demotion or removal of a particular person or employee and one collective negotiation pursuant to Article 14 of the Civil Service Law (the Taylor Law).

**APPROVED:**  
**EXECUTIVE**  
**SESSION**

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

Upon a motion made by Mr. Delforte, seconded by Mr. Undercoffler, with all present voting yes, the Board of Education returned to Open Session at 6:22 p.m.

**APPROVED:**  
**OPEN SESSION**

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

Mrs. Grimm convened the meeting at 6:30 p.m. and asked everyone to stand for the Pledge of Allegiance.

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

#### **Geography Bee**

Primary-Elementary Geography Bee finalist students in attendance were introduced by Mr. Brian Amesbury:

- Gibson Schwartz
- Lukan Tessena
- Macie Zappatella
- Charlie Tricomi
- Vanessa Ludwig

Middle School Geography Bee finalist students in attendance were introduced by Mr. John Arthur:

- Griffin Bond
- Mason Burke
- Neil Stringer

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Enrichment Students

Lynn Coleates introduced students, Gia Bills and Lucas Delforte who told the Board of their experiences running the WPES station at the Primary-Elementary School.

***Those not participating left at 6:43 p.m.***

Cause for Applause

Mr. John Arthur noted one staff member has gone over and above during three months of school. A co-worker has been out and with no qualified earth science substitute to be found, Mr. Kevin Wall did double duty. The Board presented him with a Cause for Applause certificate and thanked him for going over and above.

**Public Comments**

There were no public comments.

**Student Representative ~ Ryan Bittel**

Ryan Bittel updated the Board the Link Crew hosted a Cocoa and Cram session for freshman students. Three school records in indoor track were recently set. Canandaigua beat McQuaid in Hockey to win the Brian Wade Memorial Tournament. The Madrigal dinner was a huge success. The Billy Martin Circus is in town on February 11.

**December Warrants**

Upon a motion made by Mrs. Grimm on behalf of Mrs. Pedzich, seconded by Mrs. Birx, with all present voting yes, the Board of Education approved December Warrants as follows:

**APPROVED:**  
**WARRANTS**

<b>Warrant</b>	<b>Fund</b>	<b>Check Numbers</b>
0129	General	ACH002285-002288
0130	General	004131-004139 (Positive Pay)
0132	General	004140-004142 (Positive Pay)
0133	Capital	000172-000177 (Check Print)
0134	Federal	000206-000208 (Check Print)
0135	Federal	ACH000030
0136	General	004143-004144 (Positive Pay)
0137	Federal	000209-000211 (Check Print)
0138	Capital	000178 (Check Print)
0139	General	004145-004150 (Positive Pay)
0140	Capital	ACH000013
0141	General	ACH002289-002313
0142	Capital	000179-000182 (Check Print)
0144	Federal	ACH000031
0145	Capital	000183-000184 (Check Print)
0146	Federal	0000212-0000214 (Check Print)
0147	Federal	000215 (Positive Pay)
0148	General	004151-004153 (Positive Pay)
0149	General	ACH002314-002337
0150	General	004154-004311 (Check Print)
0151	Capital	000185-000186 (Check Print)

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<b>0152</b>	Federal	000216 (Check Print)
<b>0153</b>	General	ACH002338-002354
<b>0154</b>	Federal	ACH000032
<b>0155</b>	General	004312-004318 (Positive Pay)
<b>0156</b>	Capital	000187 (Check Print)
<b>0157</b>	General	004319-004352 (Check Print)
<b>0158</b>	General	004353 (Positive Pay)
<b>0159</b>	Cafeteria	001325-001344

**Approval of Minutes**

Upon a motion made by Mr. Polimeni, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved the meeting minutes of the Regular Board Meeting of January 5, 2017.

**APPROVED:**  
**MEETING**  
**MINUTES**

**Educational Presentation**

Plan for Excellence

Specific initiatives from the 2016-17 Management Plan of the Plan for Excellence were reviewed by Superintendent Erdle; Mr. Vernon Tenney, Academy Principal; Mr. Dan Bowman, Director of Technology; and Mr. Matt Schrage, Assistant Superintendent for Instruction.

**Board President Report**

Superintendent Search Update

Mr. Scott Bischooping presented the Board with a brief overview of the status of the Superintendent Search. Applications are being received and are being reviewed by the Wayne-Finger Lakes BOCES.

**Emergency Project ~ Bus Lifts**

Upon a motion made by Mrs. Thomas, seconded by Mr. Reho, with all present voting yes, the Board of Education approved the voting on the Emergency Project ~ Bus Lifts

**APPROVED:**  
**EMERGENCY**  
**PROJECT**

Declaration & Appropriation of Contingent Expense

The maintenance department discovered significant issues with all four of the Bus Lifts at our Operations Center. The four bus lifts at the Operation Center are used on a daily basis. The district had Filtrec Corporation inspect the four bus lifts and have provided the district a letter in writing indicating that each lift be tagged out of service and should not be used due to unsafe conditions. The district has taken the lifts out of service. The district has also received a letter from its architects SEI Design Group indicating that the bus lifts should not be used and that the district should do an emergency project to replace the bus lifts.

We have consulted with Facilities Planning at the State Education Department. They indicate that it is appropriate for the Board of Education to declare this an emergency project. With this designation, it is possible for Facilities Planning to expedite the approval.

This resolution is based on an overall project cost of \$908,750, with the funding for the project coming from unappropriated fund balance.

RESOLUTION AND  
DECLARATION AND APPROPRIATION

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OF CONTINGENT EXPENSE

**WHEREAS**, four bus lifts at the Operations Center have failed, requiring replacement; and

**WHEREAS**, the Canandaigua City School District (“District”) has received and considered the opinion of its Architects regarding replacement of the existing bus lifts, and it is recommended that the District make provision for immediate replacement as an emergency project; and

**WHEREAS**, the emergency project is essential for the protection of the health and safety of the staff and for the protection of the District’s property; and

**WHEREAS**, the District is the lead agency with regard to the proposed project under the provisions of SEQRA.

**NOW THEREFORE BE IT RESOLVED** as follows:

1. The District declares that the replacement of the existing bus lifts at the Operations Center, is a SEQR Type II Action requiring no further review.
2. The District hereby finds the replacement of the existing bus lifts are essential for the protection of the health and safety of the students and staff and for the protection of the District’s property, and hereby declares the project to be an ordinary contingent expense (hereinafter “Project”).
3. The maximum estimated cost of the Project is Nine Hundred Eight Thousand and Seven Hundred and Fifty Dollars (\$908,750). The project will be funded with \$908,750 from unappropriated fund balance, and to the maximum extent possible, by state building aid.
4. The Superintendent and all officers and employees of the District are hereby authorized and directed to take all steps reasonably necessary or appropriate to complete the Project and to carry out the intent of this Resolution and to apply for any eligible state building aid, if applicable.
5. This Resolution shall take effect immediately.

The question of the adoption of the foregoing resolution will be a vote on roll call as follows:

Cheryl Bix	Voting Yes
Joseph Delforte, Jr.	Voting Yes
Bill Patrowicz	Voting Yes
Michelle Pedzich	Absent
John Polimeni	Voting Yes
Tom Reho	Voting Yes
Beth Thomas	Voting Yes
Ralph Undercoffler	Voting Yes
Jeanie Grimm	Voting Yes

**Consensus Agenda**

Upon a recommendation by the Superintendent, a motion made Mr. Polimeni, seconded by Mr. Undercoffler, with everyone present voting yes the Board of Education approved:

**APPROVED:**  
**CONSENSUS**  
**AGENDAS**

**Business and District Matters**

1. the request of Mr. John Arthur, Middle School Principal, for the below volunteers for the Middle School play:

**VOLUNTEERS**

Marie & Joe Francis	Brian & Cary Burke	Eric & Kelly Bateman
Becky & John Kelley	Tara & Mike Rice	Andrea Nixon
Dawn & Jeff Howard	Lisa & Jake Carey	Amie & John Regan
Jessica Nava	Erin Brewer Parker	Heidi & Chris Bjorling
Kelly Godfrey	Christy & Matt Beaudoin	Debi Smith

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Maggie Miller	Stephanie LaBarge	Christina & Bruce Hartpence
Cesar Cruz	Marie Windover	Phil Ricci
Quay & Jason White	Maria Green	Katherine & Michael Wells
Melissa Cleaveland	Lisa Garigen	Lori Stein
Melissa Dean	Adeline Rudolph	Lori Kroon
Kelly & Tom Dixon	Amy Miller	Trevor Smith
Amy Birch	Jim & Trish Kelley	Jon Seele

the request of Mr. John Arthur is for **Jody Hoch** to be a volunteer supporting math lab or clinic work 6 -12. Jody is the parent of former CCSD students. For the past 16 years Jody has been the K-12 Director of Math in Rush Henrietta. During the time that Jody was an administrator she voluntarily tutored students who were struggling. She recently retired. She has a NYS teacher certification in math, as well as a district administrator certificate.

- 2. a change order for lockset installation for the Primary-Elementary School in the amount of \$26,838.70, Change Order GC-03. **CHANGE ORDER**
- 3. a Professional Services Agreement with **Michael TeWinkle** to provide duties similar to a Computer Services Assistant for the term of January 11, 2017 to July 11, 2017. **PROFESSIONAL SERVICES**
- 4. the request of Mr. Brian Amesbury, Primary-Elementary School Principal, to accept a donation from **Ms. Daisie Nichols, Icon Hair Salon** a mirror specially made to be shatter-proof and valued at \$175. The mirror will be hung in one of the hallways on the Primary Side of the building and will have positive uplifting messages and quotes written for students to look and then look at. This idea came from Kindergarten teacher Jean Cirone and will be an opportunity to incorporate the 'Leader in Me' that the school has spent time on. **DONATIONS**

the request of Mr. Jim Simmons, Athletic Director, to accept a donation from the **Boys and Girls Alpine Ski Booster Club** a set of custom ski jackets for our team to wear during the season. The jackets will go into inventory and be issued to team members each year. Value of donation is \$ 4,056.

- 5. we are required to provide the same health services to students attending private and parochial schools as are provided for the children attending public school. The Education Law permits the School District to bill the district of residence for health services to non-resident students. It is necessary for the Board to approve the rate to be charged. This rate is based on a calculation of our per pupil health services cost using a formula prescribed by the State Education Department. **2017-2018 HEALTH SERVICES**

The rate is \$614.04 per student, per year for the purpose of billing for health services provided to students attending private and parochial schools who are not residents of the Canandaigua City School District for the 2016-2017 school year. The total number of students for the 2016-2017 school year is 67.

- 6. approval for the below to be paid per event for working at various theater events effective August 1, 2016 through the end of the 2016-2017 school year: **THEATER HELP**
  - Trish Kelley for the position of House Manager
  - Jim Kelley for the position of House Manager
  - Connie Frye for the position of Costume Supervisor
  - Kathy Giles for the position of Costume Supervisor
  - Jay Riley for the position of Security Staff Substitute

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7. at the December 14, 2016 CIE meeting, the Council reviewed the following Course additions. A thorough review occurred through the department, the building principal, and finally CIE as directed in the district's Curriculum Procedures Manual. Initial Approval granted on January 5, 2017.
- Intro to Digital Media
8. at the December 14, 2016 CIE meeting, the Council approved the following course name change. Initial Approval granted on January 5, 2017.
- From Speech & Debate to Speech & Debate, and Oral Tradition
9. BE IT RESOLVED THAT **Jean MacKenzie** and **Chris Paige** are hereby certified as a Qualified Lead Evaluator of Teachers having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b), including:
- 1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
  - 2) Evidence-based observation techniques that are grounded in research;
  - 3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
  - 4) Application and use of the State-approved Teachers rubric selected by the Canandaigua City School District for use in the evaluation of Teachers, including training on the effective application of such rubric to observe a Teachers practice;
  - 5) Application and use of the assessment tools that the Canandaigua City School District utilizes to evaluate its Teachers, including by not limited to evidenced based observation, evidenced based school visits, artifact collection and review and professional goals;
  - 6) Application and use of the State-approved locally selected measures of student achievement used by the Canandaigua City School District to evaluate its Teachers;
  - 7) The scoring methodology utilized by the Department and the Canandaigua City School District to evaluate a Teachers under 8 NYCCR Subpart 30-2, including
    - a. How scores are generated for each subcomponent and the composite effectiveness score of Teachers, and
    - b. Application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of Teachers and their subcomponent ratings; and
  - 8) Specific considerations in evaluating Teachers of English language learners and students with disabilities.
10. a Municipal Cooperation Agreement between the County of Ontario and Canandaigua City School District for providing school tax bill preparation services.

**COURSE ADDITION**  
**~ FINAL**

**COURSE NAME**  
**CHANGE ~ FINAL**

**CERTIFICATION OF**  
**LEAD EVALUATOR**  
**~ TEACHER**

**INTERMUNCIPAL**  
**AGREEMENT**

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11. WHEREAS, the Education Law provides that the tax collector shall be relieved of responsibility for the uncollected portion of the tax list when a complete list of delinquent tax items has been certified to the Board of Education, and since the collector has affixed her affidavit to such statement and filed a statement accounting for handling of the tax warrant and list as follows:

**UNCOLLECTED**  
**TAXES FOR 2017-**  
**2018**

NAME OF TOWN	TAX TO BE RETURNED	6% INTEREST	TOTAL
Canandaigua City	466,679.12	28,000.77	494,679.89
Canandaigua Town	596,335.75	35,780.15	632,115.90
Farmington	66,337.76	3,980.27	70,318.03
East Bloomfield		0.00	0.00
Bristol	3,557.28	213.45	3,770.73
Hopewell	85,419.83	5,125.20	90,545.03
Gorham		0.00	0.00
South Bristol		0.00	0.00
<b>Total</b>	<b>\$1,218,329.74</b>	<b>\$73,099.82</b>	<b>\$1,291,429.56</b>
TAX LEVY			\$43,244,781.02
LIBRARY LEVY			\$630,000.00
LESS STAR REIMBURSEMENT			\$4,063,359.00
Plus Chargeback			\$9,139.92
Plus Omitted STAR			\$1,916.56
LESS: Small Claims			
Atkins 3953 Acorn Hill Rd 112.04-1-2.192		578.91	
Werner 2137 Stablegate Dr 55.02-3-51		289.46	
			868.37
Plus/Minus Rounding			-0.30
<b>TAX TO BE COLLECTED</b>			<b>\$39,821,609.83</b>
<b>TAX COLLECTED 96.98%</b>			<b>\$38,603,280.09</b>
			<b>\$1,218,329.74</b>
<b>UNPAID TAXES TO BE RETURNED:</b>			
CITY TREASURER		\$466,679.12	
COUNTY TREASURER		\$751,650.62	
<b>TOTAL</b>			<b>\$1,218,329.74</b>

AND WHEREAS, the district treasurer has verified the accuracy and signed the report of the collector; THEREFORE, BE IT RESOLVED, that the Board of Education accept the report of the tax collector and having determined that the collector has accounted for the full amount of the tax warrant, directs that the lists of the delinquent tax items with the addition of 6% penalty be certified to the offices of the City and County Treasurers.

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

**PRESCHOOL**  
**SPECIAL**  
**EDUCATION**  
**SPECIAL**  
**EDUCATION**

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**Personnel**

1. Non-Instructional Personnel

A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
John Lagatella	School Bus Driver	Resignation	1/3/2017
Ken Walton	Head Auto Mechanic	Retirement	6/29/2017
Valarie Clarke	Teacher Aide	Resignation	1/20/2017

B. Appointments

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Jodi Uhrig	Sub School Monitor	1/3/2017	\$9.70/hr.
Matt Clement	Sub School Monitor	1/6/2017	\$9.70/hr.
Matt Clement	Sub Teacher Aide	1/6/2017	\$9.70/hr.
John Lagatella	Sub School Bus Driver	1/4/2017	\$14.35/hr.
Tim Castle	Teacher Aide	1/17/2017	\$10.02/hr.
Alexa Johnson	Substitute Teacher Aide	1/11/2017	\$9.70/hr.
Kevin McGlynn	School Bus Driver	1/12/2017	\$22.75/hr.
Murphy Swain	Contract Sub Teacher Aide	1/13/2017	\$9.85/hr.

2. Instructional Personnel

A. Appointments

(1) of **Amy Bolognino** who received her Bachelor's degree in History from Nazareth College and her Master's degree in Secondary Education – Social Studies from the University at Albany. She has been working for the District as an Interim Substitute Teacher since September 2016. Ms. Bolognino is appointed to a Long-Term Substitute Social Studies Teacher for the 2016-2017 school year.

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Step/Salary</u>
Amy Bolognino	Social Studies 7-12	9/6/2016 – 6/30/2017	1

(2) 2017-2018 Paid Internships

the following to paid internship positions for the 2017-2018 school year:

- Katie Fraser, School Psychologist Intern
- Elise Stalker, School Psychologist Intern

(3) Co-Curricular 2016-2017 Assignments

the following for a Co-Curricular assignment at a rate of pay in accordance with the CTA Contract:

- District Wide Ski Club      Bruce Hawkins

(4) Tenure Appointment

the following staff member for tenure appointment 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 member:

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<u>Name</u>	<u>Tenure Area</u>	<u>Effective</u>
Kimberly Martin	Teaching Assistant	2/1/2017

(5) Team Leader Assignment Change

the following for Team Leader assignments at a pro-rated pay in accordance with contract:

Canandaigua Lake	Jessica Collins ending January 16, 2017
Canandaigua Lake	Tim Via starting January 17, 2017

(6) Certified Substitute Teacher

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

Tabitha Paisley

(7) Mentor Assignments

the following for Mentor Assignments at a rate of pay in accordance with contract:

<u>Mentor</u>	<u>Mentee</u>	<u>Effective</u>
Matt Walters	Jon Canough	1/13/2017

(8) Wellness Coordinator

the appointment of Bill Bowe as Wellness Coordinator for the 2016-2017 school year.

**End of Consensus Agenda**

**District Committee Reports**

Audit Committee

Mr. Patrowicz reported on behalf of the Audit Committee which met on January 6. The Committee received a tax levy update with 96.4% being collected, and the remaining turned over for collections. The Claims Auditor Report was reviewed.

Site Committee

Mr. Polimeni reported on behalf of the Site Committee which met on January 9. The project schedule was reviewed with most items being on schedule. They discussed a possible next capital project. The bus lifts were discussed with the Board earlier in the evening approving an Emergency Project. The Canandaigua Academic and Career Center **building** was discussed for possible purchase in the future.

**District Committee Reports**

Council for Instructional Excellence (CIE)

Mr. Undercoffler reported on behalf of CIE which met on January 11. The Committee received presentations on two new courses; Art Portfolio Development and Media Maker. Mrs. Katie McFarland provided an update on the March 17 Superintendent Conference Day with four area districts.

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District Technology Committee

Mrs. Bix reported on behalf of the District Technology Committee which met on January 12. The Committee was provided an update with the Smart Schools Bond, an update to the Professional Development Classes, teacher websites will now be part of Schoology, and how to let staff know the status with the District Technology Committee

**Closing Remarks**

Mr. Reho commented on what a nice visit he had at the Primary-Elementary School on the Board Visit the previous week. The Board all agreed.

**Upcoming Events**

- January 24 - 4<sup>th</sup> Grade Band & Orchestra I
- January 26 - 4<sup>th</sup> Grade Band & Orchestra 2
- January 31 - Frieda O'Hanlon Spelling Contest
- February 3,4,5 - CMS Musical ~ *Dr. Doolittle, Jr.*
- February 9 - CMS Mid-Winter Concert
- February 9 - Special Board Meeting
- February 10 - First Day for Board Candidate Petitions
- February 15 - Academy Mid-Winter Concert
- February 16 - Regular Board Meeting
- February 20 - Presidents Day
- February 21-24 - Winter Break

**Adjournment**

Upon a motion made by Mr. Reho, seconded Mrs. Thomas, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 7:34 p.m. The next Regular meeting will be on February 2, 2017 at the Operations Center at 6:30 p.m.

**APPROVED:**  
**ADJOURNMENT**

Respectfully submitted,

Deborah Sundlov  
District Clerk