



The Regular meeting of the Canandaigua City School District Board of Education was held on Wednesday, April 26, 2017 at 5:45 p.m. in the Canandaigua City School District Office, President Grimm presiding.

- BOARD MEMBERS PRESENT: Jeanie Grimm, Cheryl Bix, Joe Delforte, Bill Patrowicz, Michelle Pedzich, John Polimeni, Beth Thomas, Ralph Undercoffler
- BOARD MEMBERS ABSENT: Tom Reho
- LEADERSHIP TEAM PRESENT: Lynne Erdle, Brian Nolan, Matt Schrage, John Zappia
- ADMINISTRATIVE TEAM: Brian Amesbury, John Arthur, Cary Burke, Jim Simmons, Vernon Tenney
- BOARD DISTRICT CLERK: Deborah Sundlov
- OTHERS PRESENT: Mark LaRoach, Sarah O'Brien, Marsha Kovalovsky, Nora Piper and parents, Scott Schauman, Heather Raulli, Laurie Kroon, other community members

***Executive Session***

Upon a motion made by Mrs. Bix, seconded by Mrs. Pedzich, with all present voting yes, the Board of Education approved calling an Executive Session at 5:45 p.m. for the purposes of discussing eleven employment history of a six particular employee(s) and matters leading to the appointment, employment, promotion, demotion or removal of a particular person or employee(s).

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

***Return to Open Session***

Upon a motion made by Mrs. Bix, seconded by Mr. Delforte, with all present voting yes, the Board of Education returned to Open Session at 6:24 p.m.

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

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

Mrs. Grimm convened the meeting at 6:32 p.m. Nora Piper led everyone in the Pledge of Allegiance

***President's Comments***

**Commendation for Laurie Kroon**

Upon a motion made by Mr. Delforte, seconded by Mrs. Bix, with all present voting yes, the Board of Education approved the Commendation for Laurie Kroon.

**APPROVED:**  
**COMMENDATION**

WHEREAS, Laurie Kroon is a talented photographer, a deeply kind person, and a devoted volunteer to the District, and

WHEREAS, Laurie gives hundreds of hours to our students by photographing each cast and crew member for each drama and musical, well beyond the time her own children were in the program, and provides a seemingly endless supply of photographs that raise money for the program and bring joy to students and their families and friends, and

WHEREAS, Laurie has also given her gift of photography, time, and good cheer to us at graduation, sharing all of her hundreds of beautiful pictures for free, and Whereas Laurie has also shared her servant's heart and her talent with athletic teams by photographing games for free,

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BE IT RESOLVED, that the Board of Education commends and sincerely thanks Laurie Kroon for all she has done for our students, faculty, staff, and families.

**Superintendent's Report**

Recently Mrs. Marsha Kovalovsky, Athletic Secretary, was selected to receive the New York State Athletic Administrators Association Chapter 5 Judith A. Martens Secretarial Award of Excellence. Mr. Jim Simmons, Athletic Director, remarked on the 13 years he and Marsha Kovalovsky have spent together. He commented on three adjectives that describe her; kind, calm and loyal, and said that all three are needed in her position. The Board congratulated her on her award.

**Marsha Kovalovsky left 6:43 p.m.**

Mr. John Zappia, Assistant Superintendent for Business, reported on the food service accounts receivable status. For the current 2016-2017 school year when a student accrues debt of \$50 or more, an initial letter is sent requesting payment. Over the course of the year 112 letters were sent in attempt to collect \$7,239. Payment has been received and the amount is now reduced to \$3,702. No student is turned away if they do not have money in their account. Final letters will be sent for amount due, with any amounts left unpaid turned over a collection agency.

Mr. Brian Nolan, Assistant Superintendent for Personnel and Support Services, reported on a new partnership with FLCC. The district will partner with FLCC for teacher education students to act as subs. Students will go through a full day of professional development and will be placed at the K-8 level.

Superintendent Erdle reported on a conference call she was on earlier in the afternoon with CGI Communications, Inc. They are working the City of Canandaigua to create webpage videos. There will be banners with links to various local business. They would like the school district to be part of these videos. The cost is \$4,995 for 60-90 seconds, \$3,295 for 30 seconds and \$1,295 for just our logo. This is an annual cost. The Board ensured in discussion on the benefits of being included. It was decided the district could move forward.

**Public Comments**

There were no public comments

**Approval of Minutes**

Upon a motion made by Mrs. Pedzich, seconded by Mr. Patrowicz, with all present voting yes, the Board of Education approved the meeting minutes of the Regular Board Meetings of March 23, 2017 and April 6, 2017 and the Special Board Meeting of March 30, 2017.

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

**March Warrants**

Upon a motion made by Mrs. Grimm on behalf of Mr. Reho, seconded by Mr. Polimeni, with all present voting yes, the Board of Education approved March Warrants as follows:

**APPROVED:**  
**WARRANTS**

Warrant	Fund	Check Numbers
0219	General	ACH002496-002513
0220	Federal	000236-000237 (Check Print)
0221	General	004754-004759 (Positive Pay)
0222	General	004760 (Positive Pay)
0223	General	ACH002514-002528
0224	Capital	ACH000016-000017
0225	Capital	000206-000210 (Check Print)

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0226	Federal	000238-000240 (Check Print)
0227	General	004761-004828 (Check Print)
0228	General	004829-004834 (Positive Pay)
0230	General	ACH002529-002533
0231	Federal	ACH000038
0232	Federal	000241 (Check Print)
0233	Capital	000211 (Check Print)
0234	General	004835-004837 (Positive Pay)
0235	Federal	ACH000039
0236	General	ACH002534-002548
0237	Capital	ACH000018
0238	Capital	000212-000213 (Check Print)
0239	General	004838-004877 (Check Print)
0240	General	004878-004879 (Positive Pay)
0242	General	ACH002549-002558
0243	Capital	ACH000019
0244	Capital	000214-000215 (Check Print)
0245	Federal	000242-000245 (Check Print)
0246	General	004880-004921 (Check Print)
0247	General	004922-004924 (Positive Pay)
0248	Cafeteria	001381-001402

**Wayne-Finger Lakes BOCES**

**Board of Education Candidates**

A motion was made by Mr. Delforte, and seconded by Mrs. Birx, that the Board of Education of the Canandaigua City School District cast one vote for **Nancy Scher** to a seat on the Wayne-Finger Lakes BOCES board for a three (3) year term effective July 1, 2017.  
 Number of Board members present [ 8 ] Number of Board members absent [ 1 ]  
 Vote: # yes 8 # no 0 # abstain 0 Motion Carried X Motion Defeated

A motion was made by Mr. Delforte, and seconded by Mrs. Birx, that the Board of Education of the Canandaigua City School District cast one vote for **Anne Morgan** to a seat on the Wayne-Finger Lakes BOCES board for a three (3) year term effective July 1, 2017.  
 Number of Board members present [ 8 ] Number of Board members absent [ 1 ]  
 Vote: # yes 8 # no 0 # abstain 0 Motion Carried X Motion Defeated

A motion was made by Mr. Delforte, and seconded by Mrs. Birx, that the Board of Education of the Canandaigua City School District cast one vote for **Michael Ellis** to a seat on the Wayne-Finger Lakes BOCES board for a three (3) year term effective July 1, 2017.  
 Number of Board members present [ 8 ] Number of Board members absent [ 1 ]  
 Vote: # yes 8 # no 0 # abstain 0 Motion Carried X Motion Defeated

**BOCES Administration Budget**

A motion was made by Mr. Patrowicz, and seconded by Mrs. Thomas, that the Board of Education of Canandaigua City School District at its April 26, 2017 meeting, approve the 2017-18 tentative administrative budget (Part 1) of the Wayne-Finger Lakes Board of Cooperative Educational Services in the amount of \$3,271,139.  
 Number of Board members present [ 8 ] Number of Board members absent [ 1 ]  
 Vote: # yes 8 # no 0 # abstain 0 Motion Carried X Motion Defeated

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**Educational Presentation**

**Academy Musical**

Mr. Scott Schauman provided an in-depth look at the work associated with the Academy Players. He discussed the process that goes in to staging a show (the fall drama and the spring musical), from how each show is selected, the audition process, rehearsal schedule, and community connections through “teasers” to the finished product.

***Those not participating in the rest of the meeting left at 7:25 p.m.***

Upon a motion made Mr. Polimeni, seconded by Mr. Patrowicz, with everyone present voting yes the Board of Education removed the amended resignation of Superintendent Lynne Erdle and the appointment of Jamie Farr as Superintendent.

**APPROVED**

**Consensus**

Upon a recommendation by the Superintendent, a motion made Mrs. Thomas, seconded by Mrs. Pedzich, with everyone present voting yes the Board of Education approved:

**APPROVED:  
CONSENSUS  
AGENDAS**

**Business and District Matters**

- 1. the Treasurer’s Report for the Period of March 1, 2017 – March 31, 2017. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **TREASURER’S REPORT**
- 2. the Appropriation Status Report, which is a summary, for the period of July 1, 2016 – March 31, 2017. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **BUDGET STATUS REPORT**
- 3. the Revenue Status Report, which is a summary, for the period of July 1, 2016 – March 31, 2017. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **REVENUE STATUS REPORT**
- 4. the request of Mr. John LaFave, Director of Student Support Services, for Maria Gonzalez to conduct psychoeducational evaluations in students’ home language under the direction of Ms. Jen Marafioti. **AGREEMENT**
- 5. for Kerry Motler for a 40 hour observation period in May & June with Josh Mull at the Primary-Elementary School. Coursework through SUNY Potsdam. **STUDENT OBSERVATION**
- 6. the request of Mr. John Arthur, Middle School Principal, for final approval of the below trip. Initial Approval was granted on August 25, 2016. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **FIELD TRIP ~ FINAL APPROVAL**
  - **8<sup>th</sup> Grade Trip**, Washington, DC, May 11-13, 2017
- 7. the request of Mr. Vernon Tenney, Academy Principal, to declare surplus material the below items. These items are outdated material that are no longer used. **SURPLUS ITEMS**
  - The Living Earth Series – volumes 1-20. Copyright 1976
  - The International Wildlife Encyclopedia – volumes 1-16. Copyright 1969
- 8. the request of Mr. Brian Amesbury, Primary-Elementary School Principal, to accept a donation from the **PTSA** of frames for the art gallery space. The estimated total of the frames is \$23,151. The money was raised for this endeavor during the last Square One Art fundraiser. There will be an Art gallery outside the Primary Art **DONATIONS**

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Rooms and outside the Elementary Art Rooms. It is requested the Art Galleries be dedicated in memory of Marjorie Como. Marjorie Como is a former Art room aide at the Primary-Elementary School.

the request of Mr. Dan Bowman, Director of Technology, to accept a donation from **Estey-Struble Theatrical** the following items valued at \$2,805: conductors podium, gold ticket pedestals, silk floral arrangement, orchestra rail skirt, scenery bumpers, bijou lighting console, wood shelf unit, wood office cabinet, white cupboard, set desk drawers, white table cloths, red table cloths white table skirts, and holiday wreaths with lights.

the request of Mr. John LaFave, Director of Student Support Services, to accept a donation from **Bill Wheeler** of a Boat Kit valued at \$650. Details are as follows:

- 8' long, 49" beam, 15" depth, marine plywood sides, bottom , transom
- Can be rowed or paddled [oars and paddle not included in kit]
- 2 person capacity
- 5 hp outboard maximum
- Weighs aprox. 75#
- Includes all bronze screws/silicon caulk etc.

9. Council for Instruction reviewed and is recommending the following textbook for use at the Academy and will be available for Board review at Thursday evening's meeting for initial approval. Additional information is included as an attachment and filed in the Supplemental Minutes File.

TEXTBOOK  
ADOPTION ~  
INITIAL APPROVAL

<u>Textbook</u>	<u>Publisher</u>	<u>Course Title</u>
<u>Business Communications:</u>	McGraw Hill 2014	Business
Communications		
<u>Building Critical Skills</u>		

10. the request of Mr. Vernon Tenney for the below trip. Additional information is included as an attachment and filed in the Supplemental Minutes File.
- Class of 2018, New York City, New York, November 17-19, 2017

FIELD TRIP ~  
INITIAL APPROVAL

11. the request of Mr. Vernon Tenney for **Elaine Mangan, Rob Sloan, and Billie Henninger** to be AP and IB Examination proctors.

AP/IB PROCTORS

12. the following to serve as Election Inspectors on May 16, 2017:  
**Primary-Elementary School Gymnasium and Cheshire Fire Hall**

ELECTION  
EINSPECTORS

Mary Cartwright	Ann Greth	Diane Roach
Constance Cirre	Mary Manning	Tom Roach
Sandra Delmonte	Sharon Mason	Dee Schwab
Judith Flamini	Richard Onze, Chair	Lois Walker, Chair
Beverly Fraser	Susan Onze	Elaine Williard
		Larry Williard

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

PRESCHOOL  
SPECIAL  
EDUCATION

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

SPECIAL  
EDUCATION



**Personnel**

1. Non-Instructional Personnel

A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Barbara Langdon	Teacher Aide	Retirement	6/25/2017

2. Instructional Personnel

A. Leave of Absence

(1) of Jessica-Kimble Wood, Kindergarten Teacher, for a pregnancy-related disability leave of absence to begin on or about September 1, 2017 and to end on or about October 13, 2017 immediately followed by an unpaid child-rearing leave of absence to end June 30, 2018.

B. Resignation

(1) of John Zappia, Acting Assistant Superintendent of Business, resignation effective June 30, 2017.

(2) of Kristy Ingersoll, Music Teacher at the Academy, resignation effective June 23, 2017.

C. Appointments

(1) Abby Zanowick has been a Special Education Teacher with the District since 2007. She holds a Bachelor’s degree in Biology and a Master’s degree in Adolescent Inclusive Education. Ms. Zanowick is appointed to a 1.0 FTE, 2-year probationary Living Environment Science Teacher position with a tenure area of Science effective July 1, 2017. This position is available as a result of a retirement.

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Salary</u>
Abby Zanowick	Biology 7-12; General Sci 7-12; Stu w/ Dis Bio 7-12	7/1/2017	Step 11

(2) Spring Coaching 2016-2017 Assignments

the following person for a Spring Coaching assignment at a rate of pay in accordance with the CTA Contract:

Matthew Ward – JV Track

(3) Non-Certified Substitute Teacher

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

Kathryn Strawn  
Courtney Alexander

***End of Consensus Agenda***

***Appointment and Amended Date***

Mrs. Grimm commented that although Mr. Reho was not able to be at the meeting, he is in favor of the appointment of Mr. Farr as Superintendent. Mrs. Grimm also noted that at the May 11 Board of Education

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meeting a small reception will be held for Mr. Farr. Mr. Farr was not able to attend our meeting because of his current Board meeting.

Upon a motion made Mr. Polimeni, seconded by Mrs. Thomas, with everyone present **APPROVED** voting yes the Board of Education approved the amended retirement date of Superintendent Erdle and the appointment of Jamie Farr as Superintendent.

Appointment

(1) Retirement Amendment

Mrs. Lynne Erdle, Superintendent of the Canandaigua City School District, has amended her date of retirement to June 30, 2017.

(2) Superintendent

Mr. Jamie Farr to be appointed Superintendent of the Canandaigua City School District effective July 1, 2017. Mr. Farr has spent his entire educational career in the Phelps-Clifton Springs (Midlakes) School District. He served there as the Middle and High School Principal from 2011-2014; Middle School Principal, 2008-2011; an Assistant Principal at the high school, 2005-2008; Dean of Students for one year, 2004; and as a Health teacher from 1999-2003. Mr. Farr has been working as their Superintendent since 2014. This position is available as a result of a retirement.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate of Pay</u>
Jamie Farr	Superintendent	07/01/2017	Per Contract

**Board Committee Reports**

Audit Committee

Mr. Patrowicz reported on behalf of the Audit Committee which met on April 7. The internal audit quarterly report for retiree and health benefits will be available at the next meeting. The next meeting is scheduled for May 12.

Policy Committee

Mrs. Grimm reported the Policy Committee is in the review process of final reads for the policy manual. They will be released to the Board in throughout the next several months with initial and final approvals to take place after.

**District Committee Reports**

Council for Instructional Excellence (CIE)

Mr. Undercoffler reported on behalf of CIE which met on April 12. The Committee reviewed a textbook for the Business Communication courses, summer curriculum writing proposals, GPA recommendations from the Academy SIPT Team and an update on Professional Development. The next meeting is scheduled for May 10.

District Technology Committee

Mrs. Birx reported on behalf of the District Technology Committee which met on April 13. The Committee reviewed different models on how to put to a digital curriculum map together. The next meeting is scheduled for May 11.

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**Closing Remarks**

Mrs. Thomas reported the Four County Annual Meeting is scheduled for May 18 with Dr. Betty Rosa, Chancellor NYS Board of Regents. The meeting will be held at the New York Wine & Culinary Center in Canandaigua.

**Upcoming Events**

- April 27- District Jazz Festival – Concert 1
- April 28 - District Jazz Festival – Concert 2
- May 4 - Athletics Facilities Grand Opening
- May 7 - National Honor Society Induction Ceremony
- May 9 - Public Budget Presentation ~ 6:30 p.m.
- May 11 - **Regular Board Meeting**

**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 7:33 p.m. The next Regular meeting will be on May 11, 2017 at the Operations Center at 6:30 p.m.

**APPROVED:**  
**ADJOURNMENT**

Respectfully submitted,

Deborah Sundlov  
District Clerk