



The Regular meeting of the Canandaigua City School District Board of Education was held on Thursday, December 15, 2016 at 5:15 p.m. in the Canandaigua City School District Operations Center, President Grimm presiding.

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

BOARD MEMBERS ABSENT: Bill Patrowicz

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

ADMINISTRATIVE TEAM PRESENT: Brian Amesbury, John Arthur, Vernon Tenney, Andy Thomas, Julie Winston

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Chuck Bastian, Lynn Coleates, Sarah O'Brien, John Michalko, Mike Prusinowski

### ***Executive Session***

Upon a motion made by Mrs. Pedzich, seconded Mrs. Thomas, with all present voting yes, the Board of Education approved calling an Executive Session at 5:15 for the medical, financial, credit or employment history of five particular persons or corporations or matters leading to the appointment, employment, promotion, demotion, discipline, suspension or removal of a particular person or corporation and one collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law).

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

***Mrs. Erdle, Mr. Schrage, Mr. Nolan and Mr. Zappia left Executive Session at 5:40 p.m.***

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

Upon a motion made by Mrs. Birx, seconded by Mrs. Pedzich, with all present voting yes, the Board of Education returned to Open Session at 6:28 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.

### ***President's Comments***

Mrs. Grimm welcomed all in attendance. The Board and Administrative Team decided not to have a team for the Literacy Volunteer Spelling Bee, but took a collection to donate. Mrs. Grimm commented she **attended** an Astronomy Club meeting at the Elementary School run by David Smith and also attended a book giveaway at the Salvation Army organized by the District.

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

Superintendent Erdle wished Mr. John Arthur a "special" happy birthday with the Board singing to him.

### ***Public Comments***

There were no public comments.

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**November Warrants**

Upon a motion made by Mrs. Pedzich, seconded by Mr. Delforte, with all present voting yes, the Board of Education approved November Warrants as follows:

**APPROVED:**  
**WARRANTS**

<b>Warrant</b>	<b>Fund</b>	<b>Check Numbers</b>
0104	General	ACH002213-002220
0105	General	003986-003991 (Positive Pay)
0106	Capital	000166-000170 (Check Print)
0107	Capital	ACH000012
0108	General	ACH002221-002247
0109	Federal	ACH000025
0110	Federal	000194-000196 (Check Print)
0111	General	003992-004052 (Check Print)
0112	General	004053-004058 (Positive Pay)
0113	Capital	000171 (Check Print)
0114	Federal	000197-000203 (Check Print)
0115	Federal	ACH000026-000027
0116	General	004059 (Positive Pay)
0117	General	ACH002248-002252
0118	General	004060-004100 (Check Print)
0120	Federal	ACH000028
0121	General	004101-004102 (Positive Pay)
0122	General	004103-004116 (Positive Pay)
0124	General	ACH002253-002284
0125	Federal	000204-000205 (Check Print)
0126	Federal	ACH000029
0127	General	004117-004130 (Positive Pay)
0128	Cafeteria	001307-001324

**Approval of Minutes**

Upon a motion made by Mrs. Birx, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved the meeting minutes of the Regular Board Meeting of November 17, 2016.

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

**Educational Presentation**

Enrichment Highlights District Wide

Ms. Lynn Coleates, Ms. Beth Dombrowski and Mr. John Michalko presented updates to the Board of Education regarding their ongoing activities in the enrichment program. The presentation highlighted activities at the Primary-Elementary School and Middle School.

Those not participating in the rest of the meeting left at 7:02 p.m.

**Capital Project (future)**

Mr. Charles Bastian from Bernard P. Donegan, Inc. presented the district financial picture for potential upcoming project work.

**Mr. Bastian left at 7:28 p.m.**

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**Consensus Agenda**

Upon a recommendation by the Superintendent, a motion made Mr. Polimeni, seconded by Mrs. Thomas, 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 October 1, 2016 – October 31, 2016 and November 1, 2016 – November 30, 2016. Additional information is included as an attachment and is filed in the Supplemental Minutes File.
2. the Appropriation Status Report, which is a summary, for the period of July 1, 2016 – October 31, 2016 and November 1, 2016 – November 30, 2016. Additional information is included as an attachment and is filed in the Supplemental Minutes File.
3. the Revenue Status Report, which is a summary, for the period of July 1, 2016 – October 31, 2016 and July 1, 2016 – November 30, 2016. Additional information is included as an attachment and is filed in the Supplemental Minutes File.
4. a Partnership for Excellence agreement between the Canandaigua City School District and **Western Governors University, Salt Lake City, Utah.**
5. the request of Mr. Vernon Tenney, Academy Principal, to discard the below items:
  - Academy library books that are no longer in condition for student use. These books will be given away, donated to community groups or discarded. Additional information is included as an attachment and is filed in the Supplemental Minutes File.
  - 24 Biology: The Student of Life, Prentice Hall, copyright 1991
6. the request of Dr. Julie Winston, Interim Primary-Elementary School Principal to accept the following donations:
  - 36 gift cards valued at \$25 each, a total of \$900, from the **Rotary Club**. The cards will be used to support families in grades K-12.
  - 200 backpacks filled with school supplies from **Wayne County Action Program Agency**.

**TREASURER’S  
REPORT**

**BUDGET STATUS  
REPORT**

**REVENUE STATUS  
REPORT**

**PARTNERSHIP FOR  
EXCELLENCE**

**SURPLUS  
EQUIPMENT**

**DONATIONS**

a donation **from G&G Fitness** of six (6) Life Fitness Elevate Desktop DT2 Dark Wood desks. Each is valued at \$379 for a total of \$2,274. Placement will be two each at the Academy, Middle and Primary-Elementary School.

7. as the November 9, 2016 CIE meeting was cancelled, the Council reviewed course name changes via electronic file and approved the following course name changes. Initial approval was granted on November 17, 2016 Final approval for the below:

**COURSE NAME  
CHANGES ~ FINAL  
APPROVAL**

**Computer Graphics Design to Computer Art.**

This name change is due to the evolution of the meaning of graphic design. Where the terminology may have been appropriate at the inception of the course, the term graphic design currently means to incorporate image and text to communicate a message to an intended audience. This is more indicative of another course the art department offers, Commercial Art & Graphic Design.



**Commercial Art & Graphic Design to Graphic Design**

This name change is the result of the department feeling the course name is misleading.

**Communications 1 to Video Productions**

This name change is due to the fact that as technology has changed, so has the nature of the course in order to stay current and relative. The course currently focuses on video editing and the current name of Communications 1 does not accurately give students an idea of what the course is about.

**Communications 2 to Graphic Production**

This name change is due to the fact that as technology has changed, so has the nature of the course in order to stay current and relative. The course currently focuses on creating tangible items such as but not limited to: screen printing t-shirts, vinyl graphics, and signs. The current name does not accurately give students an idea of what the course is about.

- 8. the book listed below for addition to the Canon of Literature at the Academy. This book was available for Board review. The summary is included as an attachment and is filed in the Supplemental Minutes File.

**CANON OF LITERATURE ~ INITIAL APPROVAL**

A Lesson Before Dying  
 by John Ernest Gaines

- 9. the request of Mr. Jim Simmons, Athletic Director, for **Jeffrey Howard** to volunteer for the wrestling program. He is completing the necessary NYS paper work, including up-to-date CPR/AED and First Aid Certifications.

**VOLUNTEERS**

the request of Mr. Brian Amesbury, Primary-Elementary Assistant Principal, for **Barb Sarkis** to volunteer during the 2016-2017 school year.

the request of Mr. Vernon Tenney for the below volunteer mentors for the Robotics Club:

**Matt Legge, Scott Lord, Lori Sanders, Erin Schlegel, Susan Hogan, David Russell, Melissa Badger, Mark Landon, Jason Clark, Karl Dueland, Chris Englert, Nancy Gingold, Don Goers, Brian Snyder and Ray Stein**

- 10. a Professional Services Agreement with Julie Winston for Dec. 25-June 30 to be a mentor/consultant to Brian Amesbury and Matt Schrage.

**AGREEMENT**

- 11. the request of Dr. Julie Winston:

**STUDENT TEACHER / FIELD PLACEMENT**

Name	Institution	Cooperating Teacher	Dates
Sara Pray	SUNY Geneseo	Jean Cirone	3/16-5/5/2017
Emily Kellogg	Hobart	Katherine Adams	1/23-3/17/2017
Emily Kellogg	Hobart	Carol Nicholson	3/20-5/2/2017

**Field Experience for 140 Hours:**

Kaitlin Bordwell	Keuka	Haley Bickel	1/9-2/3/2017
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**OT/Social Work Interns Field Experience**

Catherine Bean	Keuka	MacKenzie Brown	1/2-3/4/2017
Craig Gerhardt	Keuka (70 Hours)	Hannah Doody	1/3-1/13/2017

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| 12. | approval for Bloomfield Central School to allow three students to participate in Modified Wrestling at Canandaigua City School District. Bloomfield does not currently have a team.  | <b><u>TEAM OF ONE</u></b>                 |
| 13. | a change order to install panic bars at the Academy for \$20,070.60, Change Order EC-01<br><br>a change order to install panic bars at the Primary-Elementary School for \$20,566.70, Change Order EC-03.<br><br>a change order to pave the remainder of the North parking lot for \$58,800.00, Change Order SC-01.  | <b><u>CHANGE ORDERS</u></b>               |
| 14. | the request of Mr. Vernon Tenney for the creation of two new scholarships to be awarded at the night time awards assembly. <ul style="list-style-type: none"> <li>- <b>Dennett Pimkowski Scholarship</b> in the amount of \$1,000 sponsored by the Kiwanis. Recipient must be a graduating senior planning to attend Finger Lakes Community College.</li> <li>- <b>Ralph Salato Scholarship</b> in the amount of \$1,000 sponsored by the Kiwanis. Recipient must be a graduating senior planning to attend Finger Lakes Community College.</li> </ul> | <b><u>NEW SCHOLARSHIPS</u></b>            |
| 15. | the appointment of Mr. John LaFave as Foster Care Point of Contact for the 2016-2017 school year.  | <b><u>APPOINTMENT</u></b>                 |
| 16. | the recommendations of the Committee on Preschool Education, which is filed as an attachment in the Supplemental Minutes File.   | <b><u>PRESCHOOL SPECIAL EDUCATION</u></b> |
| 17. | the recommendations of the Committee on Special Education, which is filed as an attachment in the Supplemental Minutes File.   | <b><u>SPECIAL EDUCATION</u></b>           |

**Personnel**

1. **Non-Instructional Personnel**

A. **Removals**

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Debra Mikula	Food Service Helper	Resignation	11/17/2016
Robert Searles	School Bus Driver	Retirement	6/22/2017
Sarah Clifford	Food Service Helper	Resignation	12/23/2016

B. **Appointments**

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Marykay Spanagel	Food Service Helper	11/18/2016	\$9.05/hr.
Collene DeBalso	Teacher Aide	11/28/2016	\$10.02/hr.
Frank Burke	Custodian	1/3/2017	\$12.75/hr.
Danielle Rhodes	Custodial Worker	1/3/2017	\$11.05/hr.
Rachel Pasquarelli	Substitute Teacher Aide	12/16/2016	\$9.70/hr.
Karen Bodine	Substitute Teacher Aide	12/16/2016	\$9.70/hr.
Teresa Pulver	Substitute Food Service Helper	12/16/2016	\$9.70/hr.
Jennifer Covey	Sub Teacher Aide	12/16/2016	\$9.70/hr.
Carol Liberatore	Sub Bus Monitor	12/15/2016	\$9.75/hr.

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2. Instructional Personnel

A. Leave of Absence

- (1) of Tina Walters, Special Education Teacher at the K5 Complex, for a pregnancy-related disability leave of absence to begin on or about April 13, 2017 and to end on or about May 25, 2017 immediately followed by and unpaid child-rearing leave of absence to end June 30, 2017.
- (2) of Caroline Chapman, Social Studies Teacher at the Middle School, for a pregnancy-related disability leave of absence to begin on or about May 9, 2017 and to end on or about June 21, 2017.

B. Appointments

- (1) of Riane Flint who received her Bachelor’s degree in Childhood and Special Education from SUNY Geneseo. She has worked as a teacher in private education for 2 years. Ms. Flint is appointed to a 1.0 FTE, 4-year probationary position as a Special Education Teacher with a tenure area of Special Education effective January 17, 2017. This position is available as a result of a resignation.

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Step</u>
Riane Flint	Childhood Ed 1-6; Students w/ Disabilities 1-6	1/17/2017	1 (pro-rated)

(2) Interim Substitute Teacher

the following individuals for an Interim Substitute Teacher positions as indicated at a pro-rated salary for the duration of their assignment:

- Keith Polanski 11/21/2016 – 6/30/2017
- Bridgette Brooks, Music Teacher at Middle School, 1/17/2017 - 6/30/2017
- Christine Pyanoe, French Teacher at Middle School, 12/22/2016 – 3/1/2017

(3) Certified Substitute Teacher

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

- Elizabeth Hookway
- Kathryn Schilstra

(4) 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.

- Corey Goeggelman
- Erich Dittmar
- Nicole Quirk
- Abby Jo Williams

(5) Co-Curricular

the following individual to a co-curricular position for the 2016-2017 school year at a rate in accordance with contract.

- Kevin McGlynn, Youth Activation Committee Advisor

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**End of Consensus Agenda**

***District Committee Reports***

Audit Committee

Mrs. Pedzich reported on behalf of the Audit Committee which met on December 2. The Committee reviewed the Senior Citizens Exemptions and recommended no changes at this time. As of November 30, 93% of taxes were collected, which is consistent to prior years. The North Shore Pilot payment was late, but has since been received with interest and penalties included. It was reported that state aid will be lower than anticipated. The next Audit meeting is scheduled for January 6.

***District Committee Reports***

Safety Committee

Mr. Polimeni reported on behalf of the Safety Committee which met December 1. The Committee received an update on the locking system. An evacuation location for the CACC was also discussed with the Fire Station 2 offering their location. The results of lead testing in our water system have been placed on our website.

Council for Instructional Excellence (CIE)

Ralph reported on behalf of the CIE Committee which met on December 14. The Committee reviewed two Grants for Excellence. Money for videos about astrology and space was approved. The second, to offer additional fine motor devices for students, was not approved, but money will be received through the Primary-Elementary budget. An overview was provided of the 2016-2017 Management Plan and Mrs. Katie McFarland provided an update on the Professional Development Plan. The next CIE meeting is scheduled for January 11.

District Technology Committee

Mrs. Birx reported on behalf of the District Technology Committee which met on December 8. The Committee discussed the purchase of Chromebooks for 8<sup>th</sup> grade students even though the District has not yet received the Smart Schools money. They will be rolled out in January. There was conversation about hardware and software requests. The hardware process has worked well, but with more devices the software process will be reviewed. The next meeting is scheduled for January 12.

Character Education / Wellness Committee

Mrs. Pedzich reported on behalf of the Character Education/Wellness Committee which met on December 7. The Committee decided to split into two separate committees with Character Education meeting monthly to look at the five character traits to make sure they align with the Plan for Excellence. The Wellness Committee will meet quarterly and discuss ways to increase programs for students and adults.

***Upcoming Events***

- December 20 - Elementary Holiday Concert
- December 21 - First Day of Winter
- December 26 through January 2 - Holiday Break
- January 3 - Last Day to Pay School Taxes in Office
- January 5 - Frieda O'Hanlon Grade Level Spelling
- January 5 - **Regular Board Meeting**
- January 6 - Audit Committee Meeting

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- January 10 - Building Visit
- January 13-15 - CA Madrigal Dinner
- January 15 - Martin Luther King, Jr. Day
- January 18 - Academy Band/Orchestra Concert
- January 19 - **Regular Board Meeting**
- 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

***Adjournment***

Upon a motion made by Mrs. Thomas, seconded Mr. Reho, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 7:41 p.m. The next Regular meeting will be on January 5, 2017 at the Operations Center at 6:30 p.m.

**APPROVED:**  
**ADJOURNMENT**

Respectfully submitted,

Deborah Sundlov  
District Clerk