



**Canandaigua City School District Board of Education
Reorganizational Meeting - Minutes - July 2, 2015
Canandaigua City School District ~ District Office ~ 143 N Pearl Street**

The Reorganizational and Regular meeting of the Canandaigua City School District Board of Education was held on Thursday, July 2, 2015 at 8:00 a.m. in the Canandaigua City School District Office.

BOARD MEMBERS PRESENT: Jeanie Grimm, Cheryl Birx, Joe Delforte, Jeannie Kesel, Bill Patrowicz, Michelle Pedzich, Tom Reho, Beth Thomas

BOARD MEMBER ABSENT: John Polimeni

LEADERSHIP TEAM PRESENT: Lynne Erdle, Brian Nolan, Carleen Pierce, Julie Winston

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Mike Murphy

Meeting Called to Order and Pledge of Allegiance to the Flag

The meeting was called to order at 8:00 a.m. by the District Clerk who asked everyone to stand for the Pledge of Allegiance.

Oath of Office - Newly Elected Board Members - District Clerk

The Oath of Office was administered by Ms. Sundlov to Mrs. Cheryl Birx.

Election of President for 2015-2016 and Oath of Office - District Clerk

With one nomination for President of the Board of Education, Mrs. Jeanie Grimm was declared the President of the Board of Education by unanimous consent.

**BOARD
PRESIDENT**

Ms. Sundlov administered the Oath of Office to Mrs. Grimm.

Election of Vice President for 2015-2016 and Oath of Office - President

With one nomination for Vice President of the Board of Education, Mrs. Beth Thomas was declared the Vice President of the Board of Education by unanimous consent.

**BOARD VICE
PRESIDENT**

Mrs. Grimm administered the Oath of Office to Mrs. Thomas

Mrs. Thomas left at 8:03 a.m. after signing the conflict of interest form

Oath of Office - Superintendent

Mrs. Grimm administered the Oath of Office to Mrs. Lynne Erdle.

Public Comments

There were no public comments.

Appointments, Designations and Authorizations

Upon a recommendation by the Superintendent, a motion made by Mrs. Kesel, seconded by Mr. Delforte, with Mrs. Pedzich abstaining from item #2, Designations of Depositories, with all present voting yes, the Board of Education approved/accepted:

**APPROVED
APPOINTMENTS,
DESIGNATIONS &
AUTHORIZATIONS**



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1. a) Appointment of District Treasurer APPOINTMENTS
the appointment of **Sarah O'Brien** as District Treasurer for the 2015-2016 school year.
- b) Appointment of Deputy Treasurer
the appointment of **Linda Eames** as Deputy Treasurer for the 2015-2016 school year.
- c) Appointment of Tax Collector
the appointment of **Linda Eames** as Tax Collector for the 2015-2016 school year.
- d) Appointment of District Clerk
the appointment of **Deborah Sundlov** as District Clerk for the 2015-2016 school year.
- e) Appointment of District Clerk Pro Tem
the appointment of **Lynne Erdle** as District Clerk Pro Tem for the 2015-2016 school year and **Brian Nolan** as alternate District Clerk Pro Tem.
- f) Appointment of Claims Auditor
the appointment of **Laurie Dueland** as Claims Auditor for the 2015-2016 school year.
- g) Appointment of Deputy Claims Auditor
the appointment of **John Zappia** as Deputy Claims Auditor for the 2015-2016 school year.
2. the designation of JP Morgan Chase & Co., Canandaigua National Bank and Trust Company, Five Star Bank and Bancorp Bank as depositories for the funds belonging to the school district during the 2015-2016 school year; and that the Tax Collector be instructed to deposit daily, taxes received from October 1 to December 31 in the General Account at the Canandaigua National Bank and Trust Company and to the special Tax Account at JP Morgan Chase & Co. and to deposit taxes at in a timely manner not to exceed one business day. DESIGNATION OF DEPOSITORIES
3. the designation of the *Daily Messenger, A Messenger-Post Newspaper* as the official newspaper of the District. DESIGNATION OF OFFICIAL PAPER
4. the authorization for the District Clerk to sign renewal forms and monthly reports for participation in the National School Lunch Program. NATIONAL SCHOOL LUNCH PROGRAM
5. the authorization of **John LaFave** to serve as the 504 Coordinator for all District students and **Brian Nolan** to serve as the 504 Coordinator for all District personnel and Title IX Coordinator in the Canandaigua City School District for the 2015-2016 school year. DESIGNATION OF 504 AND TITLE IX COORDINATOR
6. District Functions AUTHORIZATIONS
the authorization of the following persons to perform the function specified for the 2015-2016 school year:
 1. Certification of Payrolls - **Carleen Pierce**, Assistant Superintendent for Business as designee; **Brian Nolan**, Assistant Superintendent of Personnel and Support Services as alternate; **Julie Winston**, Assistant Superintendent for Instruction as alternate
 2. Signatories on Checks – **Sarah O'Brien**, Treasurer; **Linda Eames**, Deputy Treasurer

3. Budget Transfers not to exceed \$20,000 - **Lynne Erdle**, Superintendent of Schools
4. Approval of Change Orders up to \$20,000 - **Lynne Erdle**
5. Signatories for Report of Personnel Changes – **Brian Nolan**, Designee; **Aline Clement**, Employee Relations Assistant, Alternate
6. Signatories for all OMNI 403(b) Plan, Benefit Resource, Inc. Cafeteria Plan Agreements, Benefit Resource, Inc. HRA and FSA, HSA Bank - HSA Agreement, Excellus Health and Dental Insurance, Finger Lakes Area School Health Plan, and Retirement Special Pay Plans 403 (b) - **Carleen Pierce**, Designee; **Brian Nolan**, Alternate
7. Trustees of Health Reimbursement Plans - **Carleen Pierce**, **Brian Nolan** and **Sarah O'Brien**
8. Health Reimbursement Committee members - **Carleen Pierce**, **Linda Eames**, **Sarah O'Brien**
9. Designee of Employee Sick Bank/Leave Reserve - **Lynne Erdle**

Authorization to Open Bids

The that any two of the following five individuals be authorized to open bids:

- Carleen Pierce**, Purchasing Agent
- Brian Nolan**, Assistant Superintendent of Personnel and Support Services
- Devon Melious**, Purchasing Clerk
- Sarah O'Brien**, District Treasurer
- Linda Eames**, Deputy Treasurer

7. the following appointments for the 2015-2016 school year and authorize changes in writing and shared with the Board of Education:

OTHER APPOINTMENTS

1. Purchasing Agent - **Carleen Pierce**
2. Records Access Officer - **Tracy Lindsay**
3. Special Counsel - Ferrara Fiorenza PC
4. External Auditor for the Records for Fiscal Year 2015-2016 - Raymond F. Wager, CPA, P.C.
5. Internal Auditor for the Records for Fiscal Year 2015-2016 - Freed, Maxick & Battaglia, P.C.
6. Athletic Training Services - F.F. Thompson Hospital Systems, Inc.
7. Employees Health Services - F.F. Thompson Hospital Systems, Inc. (Health Works Occupational Medicine)
8. School Physician - Dr. Susan Sharza
9. Homeless Liaison Designee - **John LaFave**
10. Copyright Officer - **Dan Bowman**
11. Broker of Record Medical Consultant - Steve Smola, Smola Consulting, LLC
12. Broker of Record Liability Insurance Agency - Haylor, Freyer & Coon
13. Financial Advisor - Bernard P. Donegan, Inc.
14. Architecture Firm - SEI design group
15. Medicaid Compliance Officer - **Carleen Pierce**
16. LEA Asbestos Designee - **Michael McClain**
17. Bond Counsel - Tim McGill Esq.
18. Dignity Act Coordinators - **Brian Nolan**, **Brian Amesbury**, **Peter Jensen**, **Patrick Case**, **Eric Jordan**
19. Food Service Director - **Todd Fowler**, Bloomfield



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8. the below resolution:

**CERTIFICATION
OF LEAD
EVALUATORS**

BE IT RESOLVED THAT **Lynne Erdle** and **Julie Winston** are hereby certified as a Qualified Lead Evaluator of Principals 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 principal rubric selected by the Canandaigua City School District for use in the evaluation of Principals, including training on the effective application of such rubric to observe a Principal practice;
- 5) Application and use of the assessment tools that the Canandaigua City School District utilizes to evaluate its Principals, including but 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 Principals;
- 7) The scoring methodology utilized by the Department and the Canandaigua City School District to evaluate a Principal under 8 NYCCR Subpart 30-2, including
 - a. how scores are generated for each subcomponent and the composite effectiveness score of Principals, 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 Principals and their subcomponent ratings; and
- 8) Specific considerations in evaluating Principals of English language learners and students with disabilities.

9. the below resolution:

**CERTIFICATION
OF LEAD
EVALUATORS**

BE IT RESOLVED THAT **Brian Amesbury, John Arthur, Maaike Hartmann, Patrick Case, Anne Ceddia, Peter Jensen, Eric Jordan, Bridget Harris, Stephanie Knapp, John LaFave, Jen Marafioti, Brian Nolan, Valerie Schubmehl, James Simmons, Vernon Tenney, Marcie Ware** and **Julie Winston** 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;



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- 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. the authorization of the following payment rates for the 2015-2016 school year:

PAYMENT RATES

1. Mileage Reimbursement Rate	IRS Standard Rate
2. Daily Rate for Certified Teachers	\$ 90
3. Daily Rate for Non-Certified Teachers	\$ 75
4. Daily Rate for Preferred Substitute Teacher	\$ 95
5. Daily Rate for Contract Subs	\$100
6. General Counsel Attorney's Fees	
a) Partner - \$195/hr	
b) Senior Attorney - \$150-\$175/hr	
c) Less Senior Associates-Law Clerks-Paralegal - \$75/hr	
i. Special Counsel - Annual Retainer	\$6,600

11. the authorization of faithful performance and blanket position bond coverage for the 2015-2016 school year, as follows:

OFFICIAL UNDERTAKINGS

- The District Treasurer in the amount of \$1,000,000
- The District Deputy Treasurer in the amount of \$1,000,000
- The District Tax Collector in the amount of \$1,000,000
- The District Claims Auditor in the amount of \$1,000,000
- The Treasurer in the Extra-Classroom Activities Funds and employees associated with the Extra-Classroom Activities in the amount of \$1,000,000 per employee
- The Superintendent of Schools in the amount of \$1,000,000
- The Assistant Superintendent for Business in the amount of \$1,000,000



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12. the approval of the establishment of Petty Cash Funds for the school year 2015-2016, as follows: APPROVAL OF PETTY CASH FUNDS

<u>Building</u>	<u>Amount</u>
Transportation Department	\$25.00

13. the approval of the establishment of Change Funds for the 2015-2016 school year, as follows: APPROVAL OF CHANGE FUNDS

<u>Change Fund</u>	<u>Amount</u>
Interscholastic Athletics - Fall Sports	\$400.00
Interscholastic Athletics - Winter Sports	\$400.00
Tax Collection	\$100.00
Cafeteria - four schools	\$450.00
Primary School - Summer School	\$ 20.00
Extraclass - Summer School	\$200.00

14. the approval of the following parent representatives to the Council for Instructional Excellence for the 2015-2016 school year: CIE PARENT REPS

Lynn White-Sohn Jennifer Schneider Karen Tricomi Nadia Harvieux

15. the approval of the following parents appointed as parent representatives to the CSE/CPSE to be consistent with NYS Part 200 Regulations and Board Policy: CSE CPSE APPOINTMENTS

CPSE Representatives

– Amy Chabalik

CSE Representatives

– Sally Alling and Lynn White Sohn

16. of the membership of the Committee on Special Education (CSE), the sub-Committee on Special Education and the Committee on Preschool Special Education (CPSE) for the 2015-2016 school be appointed as follows: APPOINTMENT OF COMMITTEE ON SPECIAL EDUCATION AND COMMITTEE ON PRESCHOOL SPECIAL EDUCATION

The Committee on Special Education shall include, but not be limited to:

- (i) the parents or persons in parental relationship to the student;
- (ii) not less than one regular education teacher of the student whenever the student is or may be participating in the regular education environment;
- (iii) not less than one special education teacher of the student, or, if appropriate, not less than one special education provider of the student;
- (iv) a school psychologist;
a representative of the school district who is qualified to provide or supervise special education and who is knowledgeable about the general education curriculum and the availability of resources of the school district, provided that an individual who meets these qualifications may also be the same individual appointed as the special education teacher or the special education provider of the student or the school psychologist. The representative of the school district shall serve as the chairperson of the committee;
- (v) an individual who can interpret the instructional implications of evaluation results. Such individual may also be the individual appointed as the regular education

teacher, the special education teacher or special education provider, the school psychologist, the representative of the school district or a person having knowledge or special expertise regarding the student when such member is determined by the school district to have the knowledge and expertise to fulfill this role on the committee;

- (vi) a school physician, if specifically requested in writing by the parent of the student or by a member of the school at least 72 hours prior to the meeting;
- (vii) an additional parent member of a student with a disability residing in the school district or a neighboring school district, provided that the additional parent member may be the parent of a student who has been declassified within a period not to exceed five years or the parent of a student who has graduated within a period not to exceed five years, if specifically requested in writing by the parent of the student, the student or by a member of the committee at least 72 hours prior to the meeting;
- (viii) other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate, as the school district or the parent(s) shall designate. The determination of knowledge or special expertise of such person shall be made by the party (parents or school district) who invited the individual to be a member of the committee on special education; and
- (ix) if appropriate, the student.

The Committee on Preschool Special Education shall include, but not be limited to:

- (i) the parents of the preschool child;
- (ii) not less than one regular education teacher of the child whenever the child is or may be participating in the regular education environment;
- (iii) not less than one special education teacher of the child, or, if appropriate, not less than one special education provider of the child;
- (iv) a representative of the school district who is qualified to provide or supervise special education and who is knowledgeable about the general education curriculum and the availability of preschool special education programs and services and other resources of the school district and the municipality. The representative of the school district shall serve as the chairperson of the committee;
- (v) an additional parent member of a child with a disability residing in the school district or a neighboring school district and whose child is enrolled in a preschool or elementary level education program, if specifically requested in writing by the parent of the student or by a member of the committee at least 72 hours prior to the meeting;
- (vi) an individual who can interpret the instructional implications of evaluation results, provided that such individual may also be the individual appointed as the regular education teacher, the special education teacher or special education provider, the school psychologist, the representative of the school district or a person having knowledge or special expertise regarding the student when such member



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is determined by the school district to have the knowledge and expertise to fulfill this role on the committee;

- (vii) other persons having knowledge or special expertise regarding the child, including related services personnel as appropriate, as the school district or the parents shall designate. The determination of knowledge or special expertise of such person shall be made by the party (parents or school district) who invited the individual to be a member of the committee on special education;
- (viii) for a child in transition from early intervention programs and services, at the request of the parent, the appropriate professional designated by the agency that has been charged with the responsibility for the preschool child; and
- (ix) a representative of the municipality of the preschool child's residence, provided that the attendance of the appointee of the municipality shall not be required for a quorum.

17. the approval of Board Meetings for the 2015-2016 school year previously approved at their Regular Meeting on April 9, 2015. During the budgetary process additional meetings may be held as needed.

REGULAR BOARD MEETING DATES

July 2, 2015	November 19, 2015	April 14, 2016
July 23, 2015	December 10, 2015	April 20, 2016 (Special)
August 27, 2015	January 7, 2016	April 28, 2016
September 10, 2015	January 21, 2016	May 12, 2016
September 24, 2015	February 4, 2016	May 26, 2016
October 8, 2015	February 25, 2016	June 9, 2016
October 22, 2015	March 10, 2016	June 23, 2016
November 5, 2015	March 24, 2016	

18. the below resolution:

STANDARD WORK DAY

Be it resolved that the Canandaigua City School District, Location code 70008, hereby establishes an eight (8) hour per day standard work day for all its employees with the exception of those listed below. The District will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained.

Title	Standard Work Day (Hrs/day)
Coach – Fall Sports	7.5
Coach – Spring Sports	7.5
Coach – Winter Sports	7.5
Co-Curricular Activity	7.5
Family Services Facilitator	7.5
Occupational Therapists	7.5
Physical Therapist	7.5
Prevention Specialists	7.5
Registered Professional Nurses	7.5
Summer Nurses	7.5
Summer Occupational Therapists	7.5
Summer Physical Therapists	7.5



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| 19. the re-adoption of the Board of Education Policies for the 2015-2016 school year. | <u>RE-ADOPT
POLICIES</u> |
| 20. the re-adoption of the Code of Conduct for the 2015-2016 school year. | <u>CODE OF
CONDUCT</u> |
| 21. the re-adoption of the District Safety Plan for the 2015-2016 school year. | <u>DISTRICT SAFETY
PLAN</u> |
| 22. the rate of pay for election workers for the 2015-2016 school year is set at \$10 per hour. | <u>ELECTION
WORKERS</u> |
| 23. of Board Policy # 2310 requires that the Board annually approve guidelines for Board of Education conference attendance. Attached please find the current guidelines for the Board's review. The Superintendent recommends that the Board of Education approve guidelines for Board of Education conference attendance as an attachment and will be filed in the Supplemental Minutes File. | <u>APPROVAL OF
BOARD OF
EDUCATION
CONFERENCE
ATTENDANCE</u> |
| 24. of Board Policy # 6473 requires annual approval of all employee-owned cellular phone plans and District owned cell phones as outlined in the Cell Phone Plan for Select District Staff Policy. | <u>CELLULAR
PHONE
DESIGNATION</u> |
| 25. of the District Chemical Hygiene Plan for the 2015-2016 school year as listed as an attachment and will be filed in the Supplemental Minutes File. | <u>CHEMICAL
HYGIENE PLAN</u> |
| 26. <u>The OMNI Group Contract</u>
Renewal of the contract with The OMNI Group as the District's Third Party Administrator for the Employee Benefits Program for the 2015-2016 school year.

<u>Health Reimbursement Account (VEBA) and Flexible Spending Account</u>
Renewal of the contract with Benefit Resource Inc. as Third Party Administrator for the Health Reimbursement Fund for the Canandaigua City School District (VEBA) the Flexible Spending Account Contract for the 2015-2016 school year.

<u>Finger Lakes Area School Health Plan (FLASHP) Contract</u>
Renewal of the FLASHP Contract for the 2015-2016 school year.

<u>Employee Assistance Program</u>
Contract with Associates in Employee Assistance for the 2015-2018 school years.

<u>F.F. Thompson Health Systems, Inc. - Athletic Trainers</u>
Renewal of two contracts with F.F. Thompson Health System, Inc. for athletic trainers for the 2015-2016 school year.

<u>F.F. Thompson Health Systems, Inc. - Employee Health Services</u>

Renewal of two contracts with F.F. Thompson Health System, Inc. for employee health services for the 2015-2018 school years. | <u>CONTRACTS</u> |
| 27. the prices of school lunch for the 2015-2016 school year as follows:
Student breakfast - \$1.35
Student lunch K-5 - \$2.25
Grades 6-12 - \$2.35
Adult lunch - \$3.70 | <u>2015-2016
SCHOOL LUNCH
PRICES</u> |



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28. the below resolution:

**COOPERATIVE
BIDDING
RESOLUTION**

WHEREAS, The Board of Education, Canandaigua City School District of New York State desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase of Various Commodities and/or Services. And...

WHEREAS, The Board of Education, Canandaigua City School District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, The Board of Education, Canandaigua City School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education, Canandaigua City School District of New York State and making recommendations thereon...

THEREFORE...

BE IT RESOLVED, That The Board of Education, Canandaigua City School District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, That The Board of Education Canandaigua City School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And...

BE IT FURTHER RESOLVED, That The Board of Education Canandaigua City School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

NOW, THEREFORE, BE IT RESOLVED, That The Canandaigua City School District on behalf of the Board of Education, Canandaigua City School District of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for various commodities and/or services and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

End of Appointments, Designations and Authorizations



Resolution Authorizing Issuance of Notes and Bonds

Upon a recommendation by the Superintendent, a motion made by Mrs. Pedzich, seconded by Mrs. Kesel, with all present voting yes, the Board of Education approved roll count vote:

**APPROVED:
AUTHORIZING
ISSUANCE OF
NOTES AND
BONDS**

A RESOLUTION CLARIFYING THE PROCEDURE FOR THE AUTHORIZATION OF THE ISSUANCE OF, AND THE EXECUTION OF, BOND ANTICIPATION NOTES, REVENUE ANTICIPATION NOTES AND TAX ANTICIPATION NOTES, OF THE CITY SCHOOL DISTRICT OF THE CITY OF CANANDAIGUA, ONTARIO COUNTY, NEW YORK.

BE IT RESOLVED, by the Board of Education of the Canandaigua City School District of the City of Canandaigua, Ontario County, New York, as follows:

Section 1. Whenever the President of the Board of Education of the Canandaigua City School District of the City of Canandaigua, Ontario County, New York, is absent and/or is unable to exercise any powers or duties heretofore delegated to him or her by this Board of Education pertaining or incidental to the authorization of the issuance of bond anticipation notes, revenue anticipation notes and tax anticipation notes of said School District or renewals thereof, such powers and duties shall be deemed to have been delegated to the Vice-President of said Board of Education who shall have been selected in the manner provided by subdivision 1 of Section 2504 of the Education Law.

Section 2. The School District Clerk is hereby authorized to execute any of the notes described in Section 1 hereof as if he or she were the President or Vice-President of the Board of Education of said School District acting as the chief fiscal officer of said School District and the signature of the President or the Vice-President of the Board of Education of said School District on any such notes shall not be required.

Section 3. It is hereby determined that the office of the School District Clerk and the office of the Clerk of the School Board (Board of Education), if any, of said School District are one and the same and that henceforth such office shall be known as the office of the School District Clerk and holder of such office shall be known as the School District Clerk and that whenever any law requires action by the "Clerk of the School Board", the "School Board Clerk" or the "Clerk of the Board of Education" such action shall be performed on behalf of said School District by its School District Clerk.

Section 4. 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 Birx	Voting Yes
Joseph Delforte, Jr.	Voting Yes
Jeannie Kesel	Voting Yes
Bill Patrowicz	Voting Yes
Michelle Pedzich	Voting Yes
John Polimeni	Absent
Tom Reho	Voting Yes
Beth Thomas	Absent
Jeanie Grimm	Voting Yes

End of Reorganizational Agenda



Consensus Agenda

Upon a recommendation by the Superintendent, a motion made by Mrs. Pedzich, seconded by Mr. Delforte, with all present voting yes, the Board of Education approved/accept:

**APPROVED:
CONSENSUS AND
SUPPLEMENTAL
AGENDA**

Business & District Items

- | | | | | | | | | | | |
|---------------------------|---|---|-------------------------|----------------------------|---------------------------|-------------------|--------------------|------------------------|---------|--|
| 1. | the Treasurer’s Report for the Period of May 1, 2015 – May 31, 2015. Additional information is included as an attachment and is filed in the Supplemental Minutes File. | <u>TREASURER’S
REPORT</u> | | | | | | | | |
| 2. | the Appropriation Status Report, which is a summary, for the period of July 1, 2014 – May 31, 2015. Along with a revised General Now Account for April 2015. Additional information is included as an attachment and is filed in the Supplemental Minutes File. | <u>BUDGET
STATUS
REPORT</u> | | | | | | | | |
| 3. | the Revenue Status Report, which is a summary, for the period of July 1, 2014 – May 31, 2015. Additional information is included as an attachment and is filed in the Supplemental Minutes File. | <u>REVENUE
STATUS
REPORT</u> | | | | | | | | |
| 4. | CIEI reviewed the following textbook for use at the Academy. Initial Approval was granted on June 18, 2015. This book will be available at the meeting for review. | <u>NEW TEXTBOOK
~ FINAL
APPROVAL</u> | | | | | | | | |
| | <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: left;"><u>Textbook</u></td> <td style="text-align: left;"><u>Publisher</u></td> <td style="text-align: left;"><u>Course Title</u></td> </tr> <tr> <td>Functions Modeling Change</td> <td>John Wiley & Sons</td> <td>Pre-Calculus</td> </tr> </table> | <u>Textbook</u> | <u>Publisher</u> | <u>Course Title</u> | Functions Modeling Change | John Wiley & Sons | Pre-Calculus | | | |
| <u>Textbook</u> | <u>Publisher</u> | <u>Course Title</u> | | | | | | | | |
| Functions Modeling Change | John Wiley & Sons | Pre-Calculus | | | | | | | | |
| 5. | the request of Mr. Vernon Tenney for the below Academy field trip. Additional information is included as an attachment and is filed in the Supplemental Minutes File.
– NafME All-National Honor Ensembles, October 25-28, 2015, Nashville, Tennessee | <u>FIELD TRIP ~
INITIAL
APPROVAL</u> | | | | | | | | |
| 6. | the request of Mrs. Marcie Ware, Primary-Elementary School Principal, to discard Primary/Elementary School 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. | <u>SURPLUS
BOOKS
PRIMARY-
ELEMENTARY</u> | | | | | | | | |
| 7. | the request of Mr. Vernon Tenney to change the Fall 2015 Student Teacher placement. Caroline Gerard will no longer be participating. Douglas Blanchard-Marshall from SUNY Geneseo will be with Ms. Joan Haefner. | <u>STUDENT
TEACHER</u> | | | | | | | | |
| 8. | the request of Mr. Jim Simmons, Athletic Director, to dispose of old uniforms. Approximately 120 sets of old, worn, uniforms that are no longer able to be used. The items are a mixture of brands. | <u>SURPLUS ITEMS
~ UNIFORMS</u> | | | | | | | | |
| 9. | the request of Mr. Vernon Tenney for a new club at the Academy, Canandaigua Academy’s Gay-Straight Alliance (Alphabet Soup). The unpaid advisors will be Ms. Cindy Vanderlee and Ms. Katya Metidieri. | <u>NEW CLUB ~
ACADEMY</u> | | | | | | | | |
| 10. | the request of Mr. Jim Simmons to accept a donation in the amount of \$3,700 to compensate an assistant football coach for the 2015-2016 school year. For this reason, the budget is reappropriated to reflect these entries as shown below. | <u>DONATION</u> | | | | | | | | |
| | <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Revenue:</td> <td style="width: 35%;">A2705</td> <td style="width: 30%;">Gifts/Donations</td> <td style="width: 20%; text-align: right;">\$3,700</td> </tr> <tr> <td>Expense:</td> <td>A2855-150-090-1514</td> <td>Assistant Coach Salary</td> <td style="text-align: right;">\$3,700</td> </tr> </table> | Revenue: | A2705 | Gifts/Donations | \$3,700 | Expense: | A2855-150-090-1514 | Assistant Coach Salary | \$3,700 | |
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**Canandaigua City School District Board of Education
Reorganizational Meeting - Minutes - July 2, 2015
Canandaigua City School District ~ District Office ~ 143 N Pearl Street**

- | | |
|--|--|
| <p>11. the request of Dr. Julie Winston, Assistant Superintendent of Instruction, for Ms. Mary-Kate Cywinski, a certified social worker employed by the Ontario County Council for Alcoholism, to provide individuals at local school districts to deliver research-based classroom programs. As part of our partnership, Mrs. Cywinski has worked part-time in the Primary-Elementary School, not only delivering “Too Good for Violence” lessons but also supporting other K-5 activities. This continued partnership with the Council and the continuation of Mrs. Cywinski’s work at the Primary-Elementary School as a .5 social worker will be paid by the Ontario County Council.</p> | <u>APPOINTMENT</u> |
| <p>12. the request of Mr. Jim Simmons for final approval of the below field trip. Initial approval was received on May 7, 2015. Additional information is included as an attachment and is filed in the Supplemental Minutes File.</p> <p style="margin-left: 40px;">- Boy’s JV and Varsity Football, August 25-26, 2015, Camp Bristol Hill, NY</p> | <u>ATHLETIC FIELD TRIP ~ FINAL APPROVAL</u> |
| <p>13. the recommendations of the Committee on Preschool Education, which is filed as an attachment in the Supplemental Minutes File.</p> | <u>PRESCHOOL SPECIAL EDUCATION</u> |
| <p>14. the recommendations of the Committee on Special Education, which is filed as an attachment in the Supplemental Minutes File.</p> | <u>SPECIAL EDUCATION</u> |

Personnel

1. Non-Instructional Personnel

A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Harry Parks	Custodial Worker	Resignation	6/26/2015
Thomas Burgess	Custodial Worker	Resignation in order to Accept another position	7/5/2015

B. Appointments

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Timothy Castle	Sub Teacher Aide	7/1/2015	\$8.75/hr.
Justin Bryant	Custodial Worker	7/6/2015	\$10.89/hr.
Thomas Burgess	Building Maintenance Assistant	7/6/2015	\$12.94/hr.
Nicholas Scammell	Student Helper – Custodial	7/6/2015	\$9.00/hr.
Cody Cooper	Student Helper – Custodial	7/6/2015	\$9.00/hr.
Laura Jo Smith	Summer – Custodial	7/6/2015	\$9.00/hr.
Ben Widman	Student Helper – Custodial	7/6/2015	\$9.00/hr.
Ashley Perri	Summer Clerical Support	7/1/2015	\$13.74/hr.
Lisa Brunnelli	Substitute Typist	7/6/2015	\$12.25/hr.

2. Instructional Personnel

A. Abolishment of Position in Tenure Area

due to budget reduction in the indicated professional areas, the following positions have been reduced effective July 1, 2015:

- 1.0 FTE Certified Occupational Therapy Assistant
- 1.0 FTE School Social Worker
- 0.85 FTE Social Studies Teacher



B. Appointments

(1) Change in Effective Dates

of **Jennifer Danker-Stiles**, School Psychologist was approved May 21, 2015 and **Lori Calcagni**, School Psychologist was approved on May 7, 2015 with effective start dates of September 1, 2015. Their effective start dates will now be July 1, 2015.

(2) of **Jennifer Rosenbauer** who received her Bachelor's of in Science in Marine Biology from the College of Charleston. She is currently attending St. John Fisher College to earn her Master's degree. She has been teaching at other Districts since January 2014. Ms. Rosenbauer is appointed to a 1.0 FTE 4-year probationary position as a Science Teacher at the CACC with a tenure area of Science effective September 1, 2015. This is a new position.

(3) of **Denise Shimmon** who received her Bachelor's degree in Biology from Keuka College. She earned her Master's degree in School Psychology from Roberts Wesleyan College. She has been teaching at other Districts for six years. Ms. Shimmon is appointed to a 1.0 FTE 3-year probationary position as a School Psychologist at the K-5 Complex with a tenure area of School Psychologist effective July 1, 2015. This is a new position.

<u>Name</u>	<u>Certification</u>	<u>Effective Start Date</u>	<u>Step</u>
Jennifer Rosenbauer	Biology, Initial Students w/ Disabilities – Biology, Initial General Science 7-12, Initial	9/1/2015	2.5
Denise Shimmon	School Psychologist, Professional	7/1/2015	7

(4) Extended School Year

the following person for the Extended School Year Program effective July 6, 2015 through August 14, 2015 at a rate in accordance with contract:

- Sue Manaco, Teacher Aide
- Brian Crnkovich, Math 7 & 8
- Jennifer Colbert, Spanish
- Tedra Gerstner, English 7 & 8

(5) Individual Contracts

to allow the Superintendent and the Board President to finalize the following individual contracts, copies of which will be in the Supplemental Minutes file:

- Aline Clement, Employee Relations Assistant
- Celeste Trickler, Prevention Service Specialist
- Cynthia Vanderlee, Prevention Service Specialist
- Debora Bowen, Head Bus Driver/Trainer
- Diane Rocca, Computer Services Assistant
- Gordon Estey, Audio-Visual Technician
- Joni Mergenthaler, Family Services Facilitator
- Laurie Dueland, Claims Auditor
- Matthew Rodgers, Audio-Visual Assistant
- Michael McClain, Director of Facilities II
- Paula Hartwell, Employee Relations Assistant
- Paula Traber, Secretary to the Assistant Superintendent of Personnel and Support Services
- Ross Gifford, Information Technology Network Analyst II
- Sarah O'Brien, Treasurer
- Scott Goble, Director of Transportation



End of Consensus Agenda

Graduates of Distinction

Superintendent Erdle noted the Graduates of Distinction have been selected. The ceremony will be held on Friday, September 18 at the Academy with introductions also at the Homecoming game on Saturday, September 19.

Alan Blowers – Class of 1976
Marcia Eames-Sheavly – Class of 1978
John Schuppenhauer – Class of 1968
Steve Swartout – Class of 1976

Closing Remarks

All board members present signed off on the required Annual Disclosure of Significant Financial Interests and Obligations form and are on file with the District Clerk.

Superintendent Erdle informed the Board that the Trademark and the Servicemark registration was denied. Their reasoning for the denial is the variations in use is not consistent. There was a suggestion to look into Creative Commons License. Superintendent Erdle will consult with the attorney at the board's recommendation.

Upon a motion made by Mr. Delforte, seconded by Mrs. Pedzich, with all present voting yes,
the Board of Education approved the adjournment of the Reorganizational meeting at 8:10 a.m.
The next Regular meeting will be on July 23, 2015 at the Operations Center at 4:15 p.m.

APPROVED:
ADJOURNMENT

Respectfully Submitted,

Deborah Sundlov
District Clerk