



Canandaigua City School District
Minutes – January 21, 2016
Operations Center, 5500 Airport Road

The Regular meeting of the Canandaigua City School District Board of Education was held on Thursday, January 21, 2016 at 5:32 p.m. in the Canandaigua City School District Operations Center, President Grimm presiding.

BOARD MEMBERS PRESENT: Jeanie Grimm, Cheryl Birx, Joe Delforte, Jeannie Kesel (*arrived at 5:58 p.m.*), Bill Patrowicz, Michelle Pedzich, John Polimeni, Tom Reho, Beth Thomas

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

ADMINISTRATIVE TEAM PRESENT: Dan Bowman, Andy Thomas

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Grant Emerson

Executive Session

Upon a motion made by Mrs. Pedzich, seconded Mrs. Birx, with all present voting yes, the Board of Education approved calling an Executive Session at 5:32 p.m. for the purposes of discussing fifteen employment history of a particular employees and matters leading to the appointment, employment, promotion, demotion or removal of a particular person or employee.

APPROVED:
EXECUTIVE
SESSION

Return to Open Session

Upon a motion made by Mrs. Kesel, seconded by Mrs. Birx, 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 reconvened the meeting at 6:30 p.m. and asked everyone to stand for the Pledge of Allegiance.

Superintendent's Report

Superintendent Erdle passed out a 2016 calendar from *School Bus Fleet* magazine that has pictures taken by Mr. Andy Thomas on the front and back.

The district received an update from SED on our current capital project. With SED new hires we may receive approval in a couple of weeks. Another positive is the bidding climate is such that bids are anticipated to come in favorable.

A discussion ensued about the potential use of Narcan in the school district. Neighboring schools are also moving forward with training. Board members agreed it would be beneficial for staff to be trained and to have Narcan on site. Our district will have five trained with additional people in the future. The Policy Committee will be reviewing several policies.

Mrs. Carleen Pierce, Assistant Superintendent for Business, provided the Board with an overview of the governor's budget numbers.

Public Comments

There were no public comments.

Lead and inspire a community of learners to fulfill their academic and creative potential



Student Representative

Student Representative Grant Emerson provided the Board with updates from the Academy. The Billy Martin's Cole All-Star Circus will be in town on January 30. Testing has taken place this week. Before the holiday break Mr. Tenny dressed up as an elf. The Madrigal dinner was held January 14, 15 and 16.

Educational Presentation

State of the State: Update on Board of Regents Activities

Dr. Julie Winston shared with the Board of Education the recently released graduation statistics from the State.

December Warrant Review

Upon a motion made by Mr. Reho, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved December Warrants as follows: APPROVED: WARRANTS

Table with 2 columns: Warrant # and Description. Includes items like Warrant #0094 General Fund, Warrant #0096 General Fund, etc.

2015-2016 Capital Outlay ~ Primary School Cafeteria

Upon a motion made by Mrs. Birx, seconded by Mrs. Pedzich, with all present voting yes, the Board of Education approved voting on the 2015-2016 Capital Outlay~Primary School Cafeteria: APPROVED: CAPITAL OUTLAY

Sealed bids were received and opened on January 12, 2016 for the Canandaigua City School District 2015-2016 Capital Improvement Project – Primary School Cafeteria, interior windows, fire shutters and finishes. Based on review by SEI design group, the District and the apparent low bidder, the following bid creates a scope of work that meets the priorities of the District.

Table with 2 columns: Contract/Contractor/Base Bid and Description. Includes: Contract: 2015-2016 Capital Improvement Project ~ Primary School Cafeteria, Contractor: Frank J. Marianacci, Inc., Base Bid: \$77,000

The Assistant Superintendent for Personnel and Support Services recommends that the Board of Education award the contract for the Primary School Cafeteria as follows:

Table with 3 columns: Contract, Contractor, Amount. Includes: Contract: Frank J. Marianacci, Inc. \$77,000

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

Table with 2 columns: Name and Voting Status. Includes: Cheryl Birx Voting Yes, Joseph Delforte Voting Yes, Jeannie Kesel Voting Yes

Lead and inspire a community of learners to fulfill their academic and creative potential



Bill Patrowicz Voting Yes
Michelle Pedzich Voting Yes
John Polimeni Voting Yes
Tom Reho Voting Yes
Beth Thomas Voting Yes
Jeanie Grimm Voting Yes

Consensus Agenda

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

APPROVED:
CONSENSUS
AGENDAS

Brief discussion on a concern of two teachers being out of school for three days for ten students at the ACDA All-Eastern Choir trip to Boston.

Business and District Matters

- 1. the request of Mrs. Marcie Ware, Primary-Elementary School Principal, to discard the following books from the 2/3 Book Room. There are only 1-2 copies per title unless indicated. Most have torn covers or are damaged in some other way. These books will be given away, donated to community groups or discarded.
- Food & Digestion (19 copies)
- What's the big idea Ben Franklin
- The Biggest Bear
- Shoeshine Girl
- War with Grandpa
- Julius Glorious Summer
- They led the way
- Nory Ryan's Song
- Does 3rd Grade Last Forever

SURPLUS BOOKS

- 2. the below transfer that is over \$20,000 and requires Board of Education approval. This is necessary to for anticipation of Gemini tuition for the Spring Semester:
From: A97607000100000 Tax Anticipation Note \$58,000
To: A21104012200000 Student Contractual Gemini \$58,000

BUDGET
TRANSFER

- 3. BE IT RESOLVED THAT Katherine Piedici is hereby certified as a Qualified Lead Evaluator of Teachers having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b), including:

CERTIFICATION OF
LEAD EVALUATOR

- 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.

- 4. a Partnership for Excellence agreement between the Canandaigua City School District and **Bryant and Stratton**. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **PARTNERSHIP FOR EXCELLENCE**
- 5. the request of Mr. John Arthur, Middle School Principal, for a staff change of Ashton Stadelmaier for Safe Harbors of the Finger Lakes **SAFE HARBORS**
- 6. the request of Mr. John Arthur for a service dog named Trucker to be utilized for a student based learning project from EnCompass for the 2015-2016 school year, **ENCOMPASS SERVICE DOG**
- 7. the request of Mr. John Arthur for Tina Culver and Erica Hendrikse to be Thompson BRAVES Camp liaisons. They will be volunteering for items such as hand washing demonstrations, sleep deprivation for Natural Helps and possibly a few other tasks. **VOLUNTEERS**
- 8. the request of Mr. John Arthur for the following volunteers for the Middle School Play: **MIDDLE SCHOOL PLAY VOLUNTEERS**

Kristen Muscato	Kelly Godfrey	Lisa Lupton	Ms Bell
Chantelle Jones	Jamie Heagrey	Bronwen	Amie Regan
Marie Windover	Jenny Baxter	Nyhan	John Regan
Jill Simmons	Becky Kelly	Marie Francis	Jared Simpson
Christina Ferner	Rob Smith	Amy Birch	Lorraine Ryan
Chandra Taggart	Sandra Smith	Heather	Amber DeMarzo
Aimee Hawkins	Shelly O'Brien	Vitticore	Nissa Deibler
Leah Welch	Lorraine Ryan	Amy Harranek	Tara Rice
Mark Prunoske	Erin Volpe	Ellie Zeitvogel	Heidi Bjorling
Scott Volpe	Jay Martin	Beth Weeden	
- 9. the request of Mr. Vernon Tenney, Academy Principal, for the below: **STUDENT TEACHERS/FIELD EXPERIENCE**
 - Julia Houghton, Nazareth SLP, with Ashley Madden, February 29 – April 29, 2016
 the request of Mrs. Marcie Ware for the below:



Canandaigua City School District
Minutes – January 21, 2016
 Operations Center, 5500 Airport Road

- Brianna Olschewske, Nazareth SLP, with Brooke Warren, March 7 – May 5, 2016
- Quinn Simmons, St. John Fisher, with Lori McJury, January 25 – April, 2016

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <p>10. the request of Mrs. Marcie Ware for Katherine Compton a 2015 Canandaigua Academy graduate and current FLCC student to shadow art teacher, Mr. Josh Mull for one to three days.</p> | <u>TEACHER SHADOW</u> |
| <p>11. the request of Mr. Vernon Tenney for final approval for the below field trip. Additional information is included as an attachment and will be filed in the Supplemental Minutes File.</p> <ul style="list-style-type: none"> - ACDA All-Eastern Choir, February 10-13, 2016, Boston, MA (initial approval January 7, 2016) | <u>ACADEMY FIELD TRIP ~ FINAL APPROVAL</u> |
| <p>12. 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>13. 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>
Chester Siebert	School Bus Monitor	Retirement	1/20/2016

B. Appointments (Conditional upon Civil Service Approval as required)

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Joe Cahill	Substitute Teacher Aide	1/22/2016	\$9.00/hr.
Deborah Edwards	Teacher Aide	1/19/2016	\$9.82/hr.
Patrick Struble	Substitute School Bus Driver	1/25/2016	\$14.05/hr.
Mary Jane Welch	School Monitor	1/21/2016	\$9.50/hr.

2. Instructional Personnel

(1) Tenure Appointment

the following staff member for a tenure appointment pending successful completion of their probationary period. 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:

<u>Name</u>	<u>Tenure Area</u>	<u>Effective</u>
Angelica Clark	Special Subject Tenure Area - Special Education	2/1/2016

(1) Contract Substitute Teacher

the following individual to a Contract Substitute Teacher position for a guaranteed minimum of 67.5 days at \$100 per day effective January 22, 2016 through June 30, 2016.

Justin Stuck Middle School

Lead and inspire a community of learners to fulfill their academic and creative potential



(2) Mentor Appointment

the following staff member for a Mentor position at a rate in accordance with contract:

<u>Mentor</u>	<u>Intern</u>	<u>Position</u>	<u>Effective</u>
Maureen Houlihan	Cassie Mauro	School Counselor	1/25/2016

(3) Certified Substitute Teacher

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

(4) Non-Certified Substitute Teacher

the following individual as a Non-Certified Substitute Teacher conditional upon verification of 2 years of college and criminal history clearance the New York State Education Department where appropriate.
 Tessa Stone
 Katelyn Chiccino

End of Consensus Agenda

Board Committee Reports

Audit Committee Report

Mr. Patrowicz reported on behalf of the Audit Committee which met on January 20. He reported the Committee accepted the Risk Assessment and Internal Audit Plan. The Committee heard an update from Mr. John LaFave on EEF. They had a recommendation from Canandaigua National Bank to spend no more than 4% of the balance of the fund. They are also looking for new donations. Tax collection was up slightly over last year. The anticipated CPI for this year is .06.

Mr. Brian Nolan handed out a school lunch balance report. The same information was provided to the Audit Committee for their review earlier in the week. Many owe large sums of money and each year the balance carries forward. Providing an alternate lunch for those with a balance was discussed. The Board did not feel this was appropriate because it punishes students for the transgressions of adults. The district takes several steps to collect past due amount; from letters, phone calls and invoices. Two options were discussed: collection agency and researching if amount could be placed on a tax bill. Each option will be researched further. The final option would be to write off the balance. It was also requested to find out what happens with a positive account upon graduation.

District Committee Reports

Council for Instructional Excellence (CIE)

Mrs. Birx reported on behalf of CIE which met on January 20. The Committee unanimously approved the Program and Commencement Outcomes. Dr. Winston provided the Committee an overview of how they will be incorporated and imbedded into writing curriculum. Mrs. McFarland provided a professional development update. Academy students will soon be receiving their Gmail accounts. With Canandaigua being a Google Apps for Education School, a great deal of google training has been implemented.

Dr. Winston handed out to the Board the new Program and Commencement Outcomes and the previous; version, which is Policy 0030. She further explained to the Board the background on the changes. She asked the Board to review both versions with further discussion to be held at the next Board meeting.

Lead and inspire a community of learners to fulfill their academic and creative potential



Fiscal Advisory

Mr. Reho reported on behalf of the Fiscal Advisory Committee which met on January 12. The Committee received an overview of what PILOTs are and information on the Tax Cap. The next scheduled meeting is February 9.

Upcoming Events

- January 26 - 4th Grade Band and Orchestra Performance 1
- January 28 - 4th Grade Band and Orchestra Performance 2
- January 29-30 - FLMEA Jr./Sr. High Music Festival
- February 2 - Groundhog Day
- February 2 - Frieda O'Hanlon District Spelling Contest
- February 3 - IB Pinning Ceremony
- February 4 - **Regular Board Meeting**
- February 5,6,7 - Middle School Musical - *Alice in Wonderland*
- February 10 - Middle School Mid-Winter Concert
- February 14 - Valentine's Day
- February 15-19 - Winter Break
- February 24 - Academy Mid-Winter Break
- February 25 - **Regular Board Meeting**

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 8:01 p.m. The next Regular meeting will be on February 5, 2016 at the Operations Center at 6:30 p.m.

APPROVED:
ADJOURNMENT

Respectfully submitted,

Deborah Sundlov
District Clerk