



The Regular meeting of the Canandaigua City School District Board of Education was held on Thursday, September 24, 2015 at 7:00 p.m. in the Canandaigua City School District Operations Center, President Grimm presiding.

BOARD MEMBERS PRESENT: Jeanie Grimm, Cheryl Birx, Joe Delforte, Jeannie Kesel (left at 7:32 p.m.), Bill Patrowicz, Michelle Pedzich (arrived at 7:02 p.m.), John Polimeni, Tom Reho, Beth Thomas

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

ADMINISTRATIVE TEAM PRESENT: John Arthur, Dan Bowman, Scott Goble

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Tina Culver, Celeste Trickler

Executive Session

Upon a motion made by Mrs. Thomas, seconded Mrs. Birx, with all present voting yes, the Board of Education approved calling an Executive Session at 7:00 p.m. for the purposes of discussing one collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law). One employment history of a particular employee and matters leading to the appointment, employment, promotion, demotion or removal of a particular person or employee.

APPROVED: EXECUTIVE SESSION

Mr. Goble left Executive Session at 7:25 p.m.

Return to Open Session

Upon a motion made by Mrs. Birx, seconded by Mr. Delforte, with all present voting yes, the Board of Education returned to Open Session at 7:32 p.m.

APPROVED: OPEN SESSION

Pledge of Allegiance to the Flag

Mrs. Grimm reconvened the meeting at 7:34 p.m. and asked everyone to stand for the Pledge of Allegiance.

Educational Presentation

Canandaigua BRAVES Transitional Camp

In the summer of 2014, the Canandaigua Middle School began a new partnership with F.F. Thompson Hospital to help ease the transition from 5th to 6th grade. Through a summer camp experience, students are given the opportunity to better understand what it will be like to be a Middle School Student as well as learn about topics suited to their age. The first summer was deemed a success, and the second camp experience happened in 2015. Ms. Tina Culver, Registered Nurse from F. F. Thompson Health, and Ms. Celeste Trickler, Prevention Specialist, from the Middle School provided details regarding this successful partnership.

Those not participating in the rest of the meeting left at 7:51 p.m.

Board President Comments

Mrs. Grimm began by stating there were positive comments made for having the summer Board meetings earlier in the day with some asking if it could be amended year round. All were asked if an earlier start time would work with their schedule. All in attendance were in agreement of a 6:30 Open Session start time and if

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



an Executive Session was needed, 5:30 p.m. would be acceptable. Mrs. Grimm will talk to Mrs. Kesel and if this is acceptable the legal notice will be changed.

Superintendent's Report

Dr. Julie Winston, Assistant Superintendent for Instruction, queried the Board on thoughts for their annual building visit. After discussion, it was decided the Board will be notified when there are events going on in buildings where one or more Board members may attend to help. Such items would be reading in classrooms, the annual Festivus events and Screen Free Week. It was also decided that once the new Canandaigua Academic and Career Center (CACC) is up and running, the Board will plan a visit.

Superintendent Erdle advised the Board she meet with teacher representations earlier in the day to review the upcoming teacher negotiation meetings.

Public Comments

Mr. John Arthur thanked the Board and the two members who visited the Middle School on September 16 with breakfast for faculty and staff. He received many positive comments about the visit.

Warrant Review

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

APPROVED:
AUGUST
WARRANTS

- Warrant #0021 General Fund 48 Credit Card payments
Warrant #0022 General Fund Ck #'s ACH001071 – ACH001093
Warrant #0023 General Fund Ck #'s 001128 – 001169 (Check Print)
Warrant #0024 General Fund Ck #'s 001170 – 001172 (Positive Pay)
Warrant #0026 General Fund Ck #'s 001173 – 001181 (Positive Pay)
Warrant #0027 General Fund 85 Credit Card payments
Warrant #0028 General Fund Ck #'s ACH001094 – ACH001108
Warrant #0029 General Fund Ck #'s ACH001109 – ACH001115
Warrant #0030 General Fund Ck #'s 001182 – 001225 (Check Print)
Warrant #0031 General Fund Ck # 001226 (Positive Pay)
Warrant #0033 General Fund 28 Credit Card payments
Warrant #0034 Capital Fund Ck #'s 000401 – 000404
Warrant #0035 Cafeteria Fund Ck #'s 001016 – 001024
Warrant #0036 Federal Fund Ck #'s 000643 – 000649

Approval of Minutes

Upon a motion made by Mr. Polimeni, seconded by Mr. Reho, with all present voting yes, the Board of Education approved the meeting minutes of the Regular Board Meeting of September 10, 2015.

APPROVED:
MEETING MINUTES

SEQRA for Capital Outlay Project (Primary School Cafeteria Windows)

Upon a motion made by Mr. Delforte, seconded by Mrs. Birx, with all present voting yes, the Board of Education approved voting on the SEQR for Capital Outlay.

APPROVED:
SEQR

This project generally includes removal and replacement of the window wall in the Primary School cafeteria, and installation of a fire-shutter to provide a code-required fire-rated separation between the Cafeteria and the exit corridor. The current window wall provides natural light into the Cafeteria, but does not meet code requirements for fire separation. Work of this project will correct the code related issue, and still maintain

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



natural light into the Cafeteria. This work will comply with SED requirements, is eligible to receive building aid, and will be completed by June 15, 2016.

Type II Actions are items that have been determined not to have a significant impact on the environment or are otherwise precluded from environmental review under Environmental Conservation Law, article 8. The actions identified in subdivision (c) of the SEQR regulations apply to all agencies.

Under Section 617.5 C, the following actions are not subject to review under this part:

- 1. Maintenance or repair involving no substantial character in the existing structure or facility.
2. Replacement, rehabilitation or reconstruction of a structure or facility, in kind, on this same site.

This resolution shall take effect immediately.

The motion having been duly seconded, it was adopted and the following votes were cast:

Table with 2 columns: Name and Vote. Includes Cheryl Birx, Joseph Delforte, Jeannie Kesel, Bill Patrowicz, Michelle Pedzich, John Polimeni, Tom Reho, Beth Thomas, and Jeanie Grimm.

Consensus Agenda

Upon a recommendation by the Superintendent, a motion made by Mrs. Pedzich, seconded by Mrs. Thomas, and 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 August 1, 2015 – August 31, 2015. 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, 2014 – August 31, 2015. 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, 2014 – August 31, 2015. Additional information is included as an attachment and is filed in the Supplemental Minutes File.
4. an April 23, 2015 the Board of Education approved a Primary-Elementary Running Club. The club has been a huge success and this year the Middle School sixth grade students will be added. The club will be run by unpaid advisors, Matt Ward, Leanne Ducharme and Colleen Gioseffi and parent volunteer Taryn Windheim. The club will continue to meet twice a week.

TREASURER'S
REPORT

BUDGET STATUS
REPORT

REVENUE STATUS
REPORT

CLUB ADDITION

5. agreement with the **Department of Veterans Affairs, Canandaigua VA Medical Center**, for a Revocable License and Sharing Agreement allowing use of Buildings 18, 73 and 94 along with approximately 40 acres of land on the Medical Center's Northern boundary for administration of school programs, storage, parking and athletic fields. Term of October 1, 2015 – September 30, 2020. Additional information is included as an attachment and will be filed in the Supplemental Minutes File. **AGREEMENT – DEPT OF VA AFFAIRS**
6. the request of Mr. Vernon Tenney, Academy Principal, for the creation of a new scholarship. The **Denett Pimkowski Memorial Scholarship** from the Kiwanis Foundation in the amount of \$1,000 to be given out at graduation. The scholarship will be awarded to a member of Key Club who has made significant contributions to the school and community. The applicant must complete and submit the Key Club Member Application describing their most meaningful community service activity and why it was meaningful to them and will be attending Finger Lakes Community College. **NEW SCHOLARSHIP**
7. the request of Mr. Vernon Tenney for final approval for the below Academy field trips. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **FIELD TRIPS – FINAL APPROVALS**
- **NAfME All-National Honor Ensembles**, October 25-28, 2015, Nashville, Tennessee (initial approval July 2, 2015)
 - **With Youth, For Youth**, October 3-4, 2015, Onanda Park, New York (initial approval July 23, 2015)
 - **AP/Honors/IB English**, October 9-12, 2015, Boston, Massachusetts (initial approval October 16, 2014)
- the request of Mr. John Arthur, Middle School Principal, for final approval for the below Middle School field trip. Additional information is included as an attachment and is filed in the Supplemental Minutes File.
- **Natural Helper Retreat**, November 19-20, 2015, Rush, New York (initial approval March 26, 2015)
8. the book listed below, for initial approval, to be added 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**
- The Immortal Life of Henrietta Lacks
by Rebecca Skloot to be added to the Grade 10 Canon of Literature
9. BE IT RESOLVED THAT **Ralph Undercoffler** 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.
10. the recommendations of the Committee on Preschool Education, which is filed as an attachment in the Supplemental Minutes File. **PRESCHOOL
SPECIAL
EDUCATION**
11. 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>
Bonnie Cooper-Laube	Food Service Helper	Resignation	9/8/2015
Julie Pawlicki	Teacher Aide	Resignation	6/23/2015
Margaret Outhouse	School Bus Monitor	Resignation in order To accept another position	9/8/2015

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

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Thomas Burgess	Substitute School Bus Driver	9/8/2015	\$13.76/hr.
Amanda Chapple	School Bus Driver, FT	9/8/2015	\$24.23/hr.
John Lagatella	School Bus Driver, FT	9/1/2015	\$21.80/hr.
Margaret Outhouse	School Bus Driver, FT	9/1/2015	\$21.80/hr.
Margaret Outhouse	School Bus Monitor Substitute	9/9/2015	\$9.50/hr.
Scott VanDuyne	School Bus Driver, FT	9/1/2015	\$21.80/hr.
Danielle Knapp	Teacher Aide	9/28/2015	\$9.82/hr.
Lisa Lagatella	Secretary I, 10 mo.	9/23/2015	\$12.73/hr.
Ronnie Perrin	Food Service Helper	9/25/2015	\$9.05/hr.
Tracy Mills	Substitute Food Service Helper	9/25/2015	\$8.75/hr.



2. Instructional Personnel

A. Resignation for the Purpose of Retirement

resignation for the purpose of retirement from the following individual. On behalf of the District, sincere best wishes for a happy and healthy retirement are offered. Thank you for the many years of service to the youth of the Canandaigua City School District.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service</u>
Kathleen Harter	Teaching Assistant	2/1/2016	22

B. 2015-2016 Co-curricular

the following individuals for co-curricular appointments for the 2015-2016 school year at a rate of pay in accordance with contract:

Mike Pane (.67)	Class Advisor – Grade 10
Danielle Zatkowsky (.33)	Class Advisor – Grade 10

C. 2015-2016 Non-compensated Co-curricular

the following individuals for non-compensated co-curricular appointments for the 2015-2016 school year at a rate of pay in accordance with contract:

Matt Ward	Running Club Grades 3-6
Leanne Ducharme	Running Club Grades 3-6
Colleen Gioseffi	Running Club Grades 3-6
Patrick Case	School Store Advisor, K-5
Greg Kane	High School Instrumental Music Advisor
Kristy Ingersoll	High School Choral Music Advisor

D. Mentors

the following individuals for Mentoring positions at a rate of pay in accordance with contract:

<u>Intern</u>	<u>Position</u>	<u>Mentor</u>
Jessica Brotsch	K-5 Intervention	Kelly Scammell
Lori Garratt	5th Grade LTS Teacher	Becky Boseck
Kelly K. Smith	Business Teacher (.5)	Heather Raulli
Courtney Lomber	Occupational Therapist	Makenzie Brown
Emily Conrad	Occupational Therapist	Makenzie Brown
Sarah Goodman	4th Grade Teacher	Stacy Bills

E. 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.

<u>Name</u>	<u>Tenure Area</u>	<u>Effective</u>
Brooke Warren	Special Subject Tenure Area – Speech	10/5/2015

End of Consensus Agenda



Board Committee Reports

Audit Committee

Mr. Patrowicz reported on behalf of the Audit Committee which met on September 16. The Committee reviewed with Basic Financial Statements for Year Ending June 30, 2015 and Management Response. The Board received copies of these documents in their packet. Mr. Patrowicz asked the Board if there were any questions about either document, with no questions being asked. On behalf of the Audit Committee, with no second required, Mr. Patrowicz accepted the Basic Financial Statements for Year Ending June 30, 2015 and the Management Response. Mr. Patrowicz also noted that the 2015-2016 Reserve Plan was also provided to the board for their review. A question was asked if the reserve amounts can be used in the operating budget, it was stated that it could be used against existing expenditure. Two funds are at the end of their term and will need to be put to the voters for approval to create new ones; Transportation and Capital Project. Also noted at the meeting was the positive comment from the auditor for the district's transition to a new treasurer.

The next Audit Committee meeting is scheduled for October 21.

Site Committee

Mr. Polimeni reported on behalf of the Site Committee which met on September 21. The Committee were given a presentation from Mr. Cory Jenner, Appel Osborne, on three different turf options. Each had their positives and negatives. Mr. Jenner will be in attendance at the October 8 Board meeting to present on these options. Also discussed at the meeting were options for a sprinkler system, either portable or in ground irrigation.

Upcoming Events

- September 28 - Senior Parent Night
- October 1 - Tax Bills Mailed
- October 1 - Open House – Academy
- October 2 - Custodian Appreciation Day
- October 5 - Fire Prevention Week
- October 7 - Policy Committee
- October 7 - Academy Fall Jazz Concert
- October 8 - **Regular Board Meeting**
- October 9 - Early Dismissal – PK-12 Emergency Drill

Exit Regular Session

Upon a motion made by Mrs. Pedzich, seconded Mr. Delforte, with all present voting yes, the Board of Education approved the adjournment of the Open session at 8:18 p.m. for an Executive Session to discuss one collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law).

APPROVED:
ADJOURNMENT
TO EXECUTIVE
SESSION

Exit Executive Session

Upon a motion made by Mrs. Thomas, seconded by Mr. Delforte, with all present voting yes, the Board of Education approved exiting Executive Session at 8:45 p.m.

APPROVED:
EXIT EXECUTIVE
SESSION

Adjournment

Upon a motion made by Mrs. Thomas, seconded Mr. Patrowicz, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 8:45 p.m. The next Regular meeting will be on October 8, 2015 at the Operations Center at 7:30 p.m.

APPROVED:
ADJOURNMENT



Respectfully submitted,

Deborah Sundlov
District Clerk