

Operations Center, 5500 Airport Road

The Regular meeting of the Canandaigua City School District Board of Education was held on Thursday, October 22, 2015 at 7:02 p.m. in the Canandaigua City School District Operations Center, Vice President Thomas presiding.

BOARD MEMBERS PRESENT: Cheryl Birx, Joe Delforte, Jeannie Kesel, Bill Patrowicz, Michelle

Pedzich, John Polimeni, Tom Reho, Beth Thomas

BOARD MEMBERS ABSENT: Jeanie Grimm

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

ADMINISTRATIVE TEAM

PRESENT:

Dan Bowman, Andy Thomas, Marcie Ware

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Jay Blaufuss, Cary Burke, Diana Chase, May Dodsworth, Shannon

Jensen, Greg Kane, Kim Kane, Chris Ieda, Frieda O'Hanlon, Laura Ouimette, Jessica Perry, Emily Phillips, Greg VanLaeken, Gwen

VanLaeken, family members of music students

### **Executive Session**

Upon a motion made by Mrs. Kesel, seconded Mr. Delforte, with all present voting yes, the Board of Education approved calling an Executive Session at 7:02 p.m. for the purposes of discussing one collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law) and three 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

### Return to Open Session

Upon a motion made by Mrs. Pedzich, seconded by Mrs. Birx, with all present voting yes, the Board of Education returned to Open Session at 7:26 p.m.

APPROVED: OPEN SESSION

## Pledge of Allegiance to the Flag

Mrs. Thomas reconvened the meeting at 7:30 p.m. with select Middle School String Players, Grades 6-8 playing the Star Spangled Banner. The students were Lizza VanLaeken, Georgia Jones, Hallie Johnson, Bethan Ouimette, Gabe Vit and Maya Gjonbalaj.

### Those not participating in the rest of the meeting left at 7:35 p.m.

#### President's Comments

A moment of silence was held for Mrs. Michele Cuminale, Primary-Elementary Teacher Aide, who passed earlier in the week. The Board also held a moment of prayer for Canandaigua 2015 graduate Courtney Wagner as she deals with cancer.

## Superintendent's Report

Superintendent Erdle began by saying with the passing of Mrs. Cuminale she saw our school community display love, commitment and teamwork. She watched repeatedly as Mrs. Ware pushed her own sorrow aside to be the building leader and Mr. Amesbury, Mr. Case and Mr. Undercoffler who were rock solid.



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Superintendent Erdle watched her team gather and take control and support staff and one another. She watched the full administrative team drop everything and perhaps do what they never imagined. And staff did what they do best, love kids and want to be with them.

### Cause for Applause

Mrs. Marcie Ware said that when a fourth grade student began chocking while eating crackers and ran out of the room, Ms. Kristine Boylon went after him and performed the Heimlich. During this time, Ms. Trish Vattimo ran to the nurse for her assistance.

Four students have been named Commended Students in the 2016 National Merit Scholarship Program: Sean J. Clark, Cameron P. DeMott, Sierra A. Russell and Kelsey M. Towne

Commended students placed among the top five percent of more than 1.5 million students who entered the 2016 competition by taking the 2014 Preliminary SAT/National Merit Scholarship Qualifying Test.

For many years the district has had a medical organization in to offer flu shots for staff. It has been suggested that this also be extended to Academy students. A signed parent permission slip would be required for a shot to be administered. Superintendent Erdle requested feedback from the Board if they would like the Administrative staff to research further. There was discussion regarding a student who may not have health insurance; with a mix for and against support for including flu shots to students. Further information is requested, including administration of nasal sprays.

Mr. Brian Nolan, Assistant Superintendent for Personnel and Support Services, requested a new procedure for collecting on overdue cafeteria accounts. The district currently has several lunch accounts in excess of \$600. The current Regulation was updated in 2011 and has been followed. The Board was asked about adding a letter in addition to phone calls after a certain threshold. That amount was discussed and decided after an account reaches \$50 an initial letter and invoice will be sent. A second letter will be issued at \$75. It was also requested to research the assistance of a collection agency. An update to the board in three months was also requested.

### **Public Comments**

There were no public comments.

### Student Representative ~ Monica Morgan

Monica Morgan reported that fall sports are coming to a close. Football sectionals are Saturday, October 24 against Spencerport at home. Tickets for the fall drama "Jabberwock" have gone on sale for November 6, 7 and 8. Students from Advanced Placement, Honors and International Baccalaureate classes spent Columbus Day weekend in Boston visiting many historic and literary sites. Ms. Morgan also acknowledged the passing of Mrs. Cuminale and the support for 2015 graduate Courtney Wagner.

### September Warrant Review

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

APPROVED: SEPTEMBER WARRANTS

Warrant #0038 General Fund	d Ck #'s 001227 – 001229 (Positive Pay)
Warrant #0041 General Fund	d Ck #'s 001230 – 001251 (Positive Pay)
Warrant #0042 General Fund	d Ck#'s ACH001120 – ACH001139
Warrant #0043 General Fund	d Ck #'s 001252 – 001264 (Positive Pay)
Warrant #0044 General Fund	d Ck #'s ACH001140 – ACH001183
Warrant #0045 General Fund	d 76 Credit Card Payments
Warrant #0046 General Fund	d Ck #'s 001265 – 001332 (Check Print)



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Warrant #0047	General Fund	Ck #'s 001333 – 001335 (Positive Pay)
Warrant #0048	General Fund	Ck #'s ACH00184 - ACH001190
Warrant #0050	General Fund	Ck #'s 001336 - 001394 (Check Print)
Warrant #0051	General Fund	Ck #'s 001395 – 001405 (Positive Pay)
Warrant #0052	General Fund	54 Credit Card Payments
Warrant #0053	General Fund	1 Credit Card Payment
Warrant #0054	Capital Fund	Ck#'s 000405 - 000412
Warrant #0055	Cafeteria Fund	Ck #'s 000650 - 000657
Warrant #0056	Federal Fund	Ck#'s 001025 - 001035

## Approval of Minutes

Upon a motion made by Mrs. Pedzich, seconded by Mrs. Kesel, with all present voting yes, the Board of Education approved the meeting minutes of the Regular Board Meeting of October 8, 2015.

APPROVED: **MEETING MINUTES** 

#### **Educational Presentation**

#### K-12 Music Program

Mr. Greg Kane, Music Curriculum Area Lead Teacher, provided highlights of the K-12 program. The music department has a robust performance schedule throughout the year. They are also working on increasing both media and social support. The music department was in attendance for the presentation.

Mr. Jay Blaufuss, Ms. Kristy Ingersoll, Mr. Tim Via, Ms. Jessica Collins, Mr. Greg Crystal, Ms. Diana Chase, Ms. Jessica Perry, Ms. Emily Phillips, Mr. Chris Ieda, Mr. Kevin Murray, Ms. Jenny Hearne and Ms. Kim Kane

Those not participating in the rest of the meeting left at 8:35 p.m.

#### Consensus Agenda

A motion was made by Mr. Polimeni, seconded by Mr. Delforte, to pull from the consensus agenda the agreement with the City of Canandaigua for further discussion.

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

**APPROVED: CONSENSUS AGENDAS** 

#### **Business and District Matters**

the request of Mr. John Arthur, Middle School Principal, for Cameron Webb, son of a current faculty member Kim Webb, be approved to serve as a mentor to a seventh grade student Christopher Burke.

**MIDDLE SCHOOL** VOLUNTEER

Mr. Webb is willing to volunteer his time once a week during the student's lunch on school property. Mr. Webb, served in a mentoring relationship to this student in fifth grade. The student's guardian is aware of and supportive of the opportunity. This opportunity was set up by Cindy Vanderlee.

the request of Mrs. Marcie Ware, Primary-Elementary School Principal, for the below volunteers during the 2015-2016 school year:

Melanie Gallahan Erin Volpe Jen Moles **Danielle Clement** Kelly Rolller Gina Passalacqua

**Becky Williams** Joan Vicente Allyson Haymes PRIMARY-**ELEMENTARY SCHOOL VOLUNTEERS** 



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Michelle Lampman Marie Gales Megan Rhodes Christopher Heath Cindy Bagley Genia Flinn Laura Simpson Kristin Heath Nikki Bill Bob Simpson Ray Beagley Robin Bill Amy Thomas Stacy Beagley Elaine Schreiner Rob Thomas Elaine Ferge **Thomas Simmons** Kelly Roller Jaime Dekota Ralph Ferge Erich Jones Michael Roller Jason lascone **Andrew Simmons** Cynthia Jones **Christian Jones** Miranda Hawley Corey Jones **Edward Laranjo** Robyn Crowley Suzanne Wood Cathy Macri Rich Crowley Paulette Sprague Greg Ferguson Jill Hansen Chris Wood Meghan Ferguson Andrea Holmes Michael Hansen Kimberlya Sorel Richard Wood **Kyle Holmes** Greta Torres-Steele Stephanie Vitalone Christina Casey Taryn Windheim Sandy Vitalone Chasity Gerken Kathy Page Heather Gustafson Tim Martin Scott Zahn **April Beagley** Denise Hood Alexis Johnson Cindy Bartron Judy Slusser Vicki Lippincott Leah Lippincott Jake McClung Elaine Hanagan Julie Brown Tom Hanagan Jay Hanagan **Emily Hanagan** Manda Meenan Nancy Tewksbury Anne Schuhle Marge Consaul Tara McClung Shayla McClung Fred Schuhle Stacy Stevens Clint Stevens Jen Hitchcock Lindsey Betts Carie Wetzlau Erin Ennis **Barb Lippincott** Amber Pawlak James Mchugh Nicole Wise Angela Lenzo Samantha Thomas Justin Pawlak Antonio Lenzo Jody Joslyn Alicia Bastian Joan Purdy Anne Bastian Melissa Buchanan Kathy Benson Andrew Buchanan Kevin Bastian Mike Cuppernell Jr. Sara Baskin Carmen Bumpus Helen Weimer Jaime Purdy Stephanie Cuppernell William Purdy Carla Cuppernell Carmelle Francois Karen Rogan Elice Bowerman

3. the request of Mr. Vernon Tenney, Academy Principal, for the below theatre volunteers for the 2015-2016 school year.

Jennifer Acoff Eric & Heidi & Chris Bjorling Ali Bi Laura Dallmeyer Jon & Tom Drennen JoAn David & Jeanie Grimm Ruth Ingalsbe Petel Meghan Kellev Laura

David Russel
Dan & Gina Swartout
Martha & Edmund Wallace

Pam & Tom Martin

Doug & Karen Pereira

Eric & Kim Anderson Ali Boseck Jon & Nissa Deibler JoAnna Gagliardi Matt Hoose Peter Jensen Laura & Ray Kemler John Nichols Susan & Joe Proe

Sandi Simmons
Sue & Guy Turchetti

John & Anne Ceddia Eileen & Craig Doran Roger Glitch Deb Hughston Rebecca Jones Laurie & Jeff Kroon Shari & Brad Peck Jennifer Rodgers

Joe & Teresa Berley

Jennifer Rodgers Lynn White Sohn Jamie Wagner

the request of Mr. Vernon Tenney for **Dr. Christopher Kiver** from The Penn State be approved to work with our ensembles on February 23-24, 2016. Dr. Kiver is the Director of Choral Activities at The Pennsylvania State University. Choirs under Dr. Kiver's direction have performed at numerous conventions and he has appeared as guest conductor, clinician and adjudicator in the United States, Australia, China, and

GUEST CONDUCTOR

**THEATRE** 

VOLUNTEERS



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New Zealand. In 2006, he is a double Grammy Award winner ("Best Choral Performance" and "Best Classical Album") as a chorus master for the critically acclaimed Naxos recording of William Bolcom's monumental *Songs of Innocence and of Experience*. The officers of CA Choirs voted to fund this experience from the Choral Fund. The cost has yet to be determined but will be limited to transportation, hotel, food and a modest fee of no more than \$1,000.

5. the request of Mrs. Marcie Ware for **Sarah Lamb** of Inner Bloom Yoga to be a presenter for grade 5. This will be paid from a contractual code for Health, Science, Social Studies, etc. A Professional Services agreement was completed.

GUEST PRESENTER

6. the request of Mr. Brian Nolan, Assistant Superintendent for Personnel and Support Services, to declare as surplus and sell through Auctions International the three vehicles listed below:

SURPLUS EQUIPMENT

- 1. 1999 Dodge Truck VIN# 3B7KF26Z5XM570785
- 2. 2003 Chevy Astro Van VIN# 1GNEL19X63B148799
- 3. 2003 Chevy Astro Van VIN# 1GNEL19X93B149333
- the request of Mr. John Arthur to discard the below books that are no longer in condition for student use. These books will be given away, donated to community groups or discarded.

**SURPLUS BOOKS** 

- En Espanol! Authors: Estella Gahala, Patricia Hamilton Carlin, Audrey L.
   Heining-Boynton, Ricardo Otheguy and Barbara J. Rupert; Publisher:
   McDougal Littell; Copywright: 2000; ISBN: 0-395-91081-1; 110 total books
- 8. **Carolyn Bermon** of Canandaigua, New York has completed all of the requirements for the New York State External Diploma Program. Additional information is included as an attachment and will be filed in the Supplemental Minutes File.

NEW YORK STATE EXTERNAL DIPLOMA

9. the request of Mr. Jim Simmons, Athletic Director, for initial approval of the below athletic trips. The summary is included as an attachment and is filed in the Supplemental Minutes File.

ATHLETIC TRIPS ~ INITIAL APPROVAL

- Boy's Varsity Wrestling, Windsor, New York, December 28 & 29, 2015
- Varsity Hockey Team, Clinton, New York, December 26 & 27, 2015
- Girl's JV & Varsity Lacrosse, Guilderland & Syracuse, New York, March 31-April 1, 2016
- 10. the request of Mr. Vernon Tenneyfor final approval for the below field trips. The summary is included as an attachment and is filed in the Supplemental Minutes File.

<u>FIELD TRIPS ~</u> FINAL APPROVAL

- Class of 2016, Boston, Massachusetts, November 13-15, 2015 (please note date change initial approval February 5, 2015)
- CA Student Leaders Conference, Niagara Falls, New York, November 22-24, 2015 (initial approval April 23, 2015)
- 11. the request of Mrs. Marcie Ware to continue with the partnership with Ontario County ARC Pet Connections program. Through this partnership trained volunteers and their therapy dogs will visit designated classrooms on a monthly basis for a read-aloud.

**PARTNERSHIP** 

12. an agreement with the **Town of Canandaigua** to collaborate and offer assistance and expertise in excavating a road and parking lot at the Academy and where the district will provide lawn maintenance services to three (3) Town of Canandaigua parks. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

AGREEMENT ~ TOWN OF CANANDAIGUA



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13. the authorization to increase the interfund transfer of the 2010 Capital Project in the amount of \$74,038.87 in lieu of issuing debt to be funded from appropriated fund balance.

INTERFUND TRANSFER

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

PRESCHOOL SPECIAL EDUCATION

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

SPECIAL EDUCATION

### Personnel

#### Non-Instructional Personnel

### A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Wanda Geer	School Bus Driver	Retirement	10/13/2015
Dennis Baron	School Bus Driver	Resignation	10/20/2015

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

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Liz Carissimo	Ticket Taker	9/5/2015	\$39.00/event
Trish Kelley	House Manager (Theatre)	10/23/2015	Varies/event
Jim Kelley	House Manager (Theatre)	10/23/2015	Varies/event
Connie Frye	Costume Supervisor (Theatre)	10/23/2015	Varies/event
Kathy Giles	Costume Supervisor (Theatre)	10/23/2015	Varies/event
Jay Riley	Security Staff Substitute (Theatre)	10/23/2015	Varies/event
Judith Schreiber	School Bus Driver	10/14/2015	\$21.80/hr.
Mary Ellen Tallman	Substitute Teacher Aide	10/23/2015	\$8.75/hr.
Elizabeta Noveska	Substitute Teacher Aide	10/23/2015	\$8.75/hr.
Charlene Zimmerman	Substitute Teacher Aide	10/23/2015	\$8.75/hr.
Kayleigh Sheppard	Substitute Teacher Aide	10/23/2015	\$8.75/hr.
Phillip Harris	Substitute School Bus Driver	10/23/2015	\$14.05/hr.
Michael VanBrooker	School Bus Driver	10/23/2015	\$21.80/hr.

#### 2. Instructional Personnel

### A. Appointments

(1) of Jason Bryant who has been a teacher aide with the District since 2008. Mr. Bryant is appointed to a 1.0 FTE 4-year probationary Teaching Assistant position with a tenure area of Teaching Assistant effective October 13, 2015. This position is available as a result of a resignation.

<u>Name</u>	<u>Certification</u>	Start Date	<u>Step</u>
Jason Brvant	Teaching Assistant Level I	10/13/2015	1.0

## (2) 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



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approve the appointment to tenure in the Canandaigua City School District the following staff member:

Name Tenure Area Effective
Diane Richardson Elementary Tenure Area Pre-Kindergarten-6 Effective
11/1/2015

## (3) 2015-2016 Winter Coaches

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

Mike Broderick Varsity Boys Basketball Robin Hulme JV Boys Basketball

Don Boylan Modified "A" Boys Basketball
Mike Brennan Varsity Girls Basketball
Todd Moore JV Girls Basketball

Bill Bowe Modified "B" Girls Basketball
Donovan Lopez Modified "B" Girls Basketball
Michael Rause Varsity Boys and Girls Bowling
Laurie Nass Varsity Winter Cheerleading
Maria Chiappone JV Winter Cheerleading

Kirstynn Morrell Middle School Winter Cheerleading

Patrick Wade
David Taft
Mike Madden
Roy Weymouth
Brad Kovalovsky

Varsity Boys Ice Hockey
Assistant Boys Ice Hockey
Varsity Boys and Girls Skiing
Varsity Boys Swimming
JV Boys Swimming

Rebecca Kraft Boys Diving

Robert Black Mod "B" Boys Swimming Rich Romeo Varsity Wrestling

Eric Mullen Assistant Wrestling

Derek Moore JV Wrestling

Jeffrey Welch Modified "B" Wrestling
Peter Thomas Modified "B" Wrestling
Matt Oberst Varsity Boys Indoor Track
Arlene DeVinney Varsity Girls Indoor Track

Mark Sutter JV Indoor Track

#### (4) Non-Certified Substitute Teachers

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.

Taylor Triou

### (5) 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.

Margaret Crandall

### End of Consensus Agenda



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### City of Canandaigua Agreement

### Mr. Tom Reho left during this discussion from 8:36 pm. - 8:38 p.m.

Dr. Julie Winston provided background of the agreement that was last Board approved in March of 2015 with a term through December 31, 2015. In February 2015, Dr. Mark Lavner and Dr. Winston met with the town fire department to discuss their services with the district. This state requirement was putting a financial burden on the Town because of the need for overtime pay to those presenting at the district. The district and Town officials came to an agreement to include two presenters at trainings; one on duty and one off duty. The district would pay the salary of the on duty presenter, thus allowing in an emergency one presenter would be able to continue with lessons. Discussion ensured with several Board members requesting the Superintendent to further investigate with the City of Canandaigua for shared services.

### **Board Committee Reports**

#### Audit Committee

Mrs. Jeannie Kesel reported on behalf of the Audit Committee which met on October 21. The creation of a new Technology Reserve was discussed which would require voter approval. It was decided that instead new reserves for Capital and Transportation would be on the May 2016 ballot as these two are at their end of their term. The results of the recent audit on student trips was satisfactory with no significant deficiencies. On behalf of the Committee Mr. Patrowicz moved, with no second needed, to accept the Student Trip Audit. The tax levy cap and Affordable Care Act were also reviewed.

The next meeting is scheduled for November 18.

#### **District Committee Reports**

## Council for Instructional Excellence (CIE)

Mrs. Birx reported on behalf of CIE which met on October 14. The Committee received a copy of the Plan for Excellence along with the 2015-2016 Management Plan. The Curriculum Procedures was tabled until CIE has a chance to read the document. Two reading assessment pilots are taking place at the Primary-Elementary Building with a third one requested.

The next meeting is scheduled for November 18.

#### Safety / Health / Security Committee

Mr. Brian Nolan reported on behalf of the Safety/Health/Security Committee which met on October 8. The reviewed the Emergency Release Day that was scheduled for October 9. It was decided that the Academy would be evacuated, but because of the scheduled rain, they would not release to go into the VA tunnels. New York State has created a District Safety Plan template that the committee will begin reviewing and updated to match our current plans. The new procedures about medication drop-off was reviewed.

### **Upcoming Events**

- October 31 Halloween
- November 1 Daylight Savings Time Ends
- November 2 Last Day to Pay School Tax Without Penalty
- November 3 Kiwanis Spaghetti Dinner
- November 5 Board of Education Meeting
- November 6,7,8 Academy Players ~ Drama
- November 10 Frieda O'Hanlon District Written Spelling Contest
- November 11 Veteran's Day
- November 12 Academy Fall Concert I



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- November 17 Academy Fall Concert II
- November 18 Middle School Small Ensemble Concert
- November 19 Board of Education Meeting
- November 25, 26, 27 Thanksgiving Holiday
- November 30 Last Day to Pay School Tax with 1% Penalty

### Adjournment

Upon a motion made by Mrs. Kesel, seconded Mr. Patrowicz, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 9:10 p.m. The next Regular meeting will be on November 5, 2015 at the Operations Center at 7:30 p.m.

APPROVED: ADJOURNMENT

Respectfully submitted,

Deborah Sundlov District Clerk