



The Regular meeting of the Canandaigua City School District Board of Education was held on Thursday, January 22, 2015 at 7:00 p.m. in the Canandaigua City School District Operations Center, President Grimm presiding.

BOARD MEMBERS PRESENT: Jeanie Grimm, Joe Delforte, Jeannie Kesel, Bill Patrowicz, Michelle Pedzich (*excused at 7:18 p.m.-7:30 p.m.*), John Polimeni, Michelle Raeman (*arrived at 7:10 p.m.*), Tom Reho, Beth Thomas

LEADERSHIP TEAM PRESENT: Lynne Erdle, Mark Lavner, Carleen Pierce, Julie Winston

ADMINISTRATIVE TEAM PRESENT: Stephanie Knapp, Andy Thomas

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Grant Emerson, Jeramiah Iheoma, Sarah O'Brien, Lisa Peck

### ***Executive Session***

Upon a motion made by Mrs. Kesel, seconded Mrs. Thomas, with all present voting yes, the Board of Education approved calling an Executive Session at 7:00 p.m. for the purposes of discussing the employment history of eleven particular employee(s) and matters leading to the appointment of a particular person or employee.

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

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

Upon a motion made by Mrs. Raeman, seconded by Mrs. Thomas, with all present voting yes, the Board of Education returned to Open Session at 7:20 p.m.

**APPROVED:**  
**OPEN SESSION**

***The Board took a break from 7:20 p.m. – 7:30 p.m.***

### ***Pledge of Allegiance to the Flag***

Mrs. Grimm reconvened the meeting at 7:30 p.m. and asked everyone to stand for the Pledge of Allegiance.

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

Mrs. Grimm welcomed all in attendance.

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

Mrs. Marcie Ware, Primary-Elementary Principal, introduced fifth grader, Jeramiah Iheoma, who wrote and illustrated a book on his life with autism. She noted that Jeramiah was featured on the local news this week and has presented at the Ontario County ARC. He will also be presenting at the Primary-Elementary School at grade level assemblies in the near future. Jeramiah then read from his book to the Board. The first page reads:

*"Hi, my name is Jeremiah and I have Aspergers which is a form of autism. This book is to help you understand some of the "super powers" I have, as well as some of the struggles I face in dealing with autism."*

Mrs. Grimm commented on the beautiful job writing and illustrating Jeramiah had done. Ms. Peck, Jeramiah's mom, also noted that there will be a book signing at Wood Library on February 18, 10:00 a.m. to noon.

***Jeramiah Iheoma and Mrs. Peck left at 7:41 p.m.***



Superintendent Erdle announced a new initiative that came from an idea from Mr. Vernon Tenney. The district will hold a hiring fair on February 24 from 4:00 p.m. to 7:30 p.m. at the District Office. The district will advertise for substitute teachers, aides, food serve workers, bus drivers, custodial workers and monitors. Applicants will be greeted at the door and if they haven't completed an on-line application yet, they will be offered the conference room where computers will be set up. The administrative team will be on hand to conduct short interviews. If recommended, paperwork will go to a designated administrator who will begin the reference check process.

Mrs. Carleen Pierce, Assistant Superintendent of Business, noted that the budget adjustment on the agenda is for estimated payouts of tax certioraris this year. We have received notification that we have lost our appeal on the Ferris Hills tax certiorari. Mrs. Pierce also introduced Ms. Sara O'Brien who is the new treasurer for the district.

Public Comments

There were no public comments.

Student Representative Report – Grant Emerson

Student Representative, Grant Emerson reported January 31 the Billy Martin Circus will be at the Academy. The week of January 26 is midterm week and the Harlem Wizards will be returning to Canandaigua on February 12 with proceeds benefiting the Canandaigua PTSA.

Mr. Emerson and Ms. O'Brien left at 7:49 p.m.

Consensus Agenda

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

APPROVED:
CONSENSUS,
SUPPLEMENTAL
AGENDAS

Business and District Matters

- 1. the request of Mr. Vernon Tenney, Academy Principal, to accept the below donations on behalf of the class of 2014:
- The amount of \$1,000 to the Nate Romano Scholarship Fund.
- The amount of \$1,000 to be spent on needy students wanting to attend the Senior Trip.
- The amount of \$50 to be awarded to each Ontario County Youth Award nominees over the next ten years for a total amount of \$2,000. This award will be presented at the Awards Ceremony.

DONATIONS

the request of Mr. Tenney to accept a lumber donation valued at \$4,999 in 2014 from Mr. Robert Schlegel to be used for Academy students.

- 2. the book listed below is being requested for addition to the Canon of Literature at the Academy. This book will be available for Board review. Initial approval was granted on January 8, 2015. The summary is included as an attachment and is filed in the Supplemental Minutes File.

CANON OF
LITERATURE ~
FINAL APPROVAL

The Giver
by Lois Lowry to be added to the Grade 10 Canon of Literature

- 3. the below transactions over \$20,000 and require Board of Education approval. These adjustments are necessary due to the unexpected expenditures related to the settlement of tax certiorari cases.

BUDGET
TRANSFERS



**Canandaigua City School District**  
**Minutes – January 22, 2015**  
 Operations Center, 5500 Airport Road

From: A864	Reserve for Tax Certiorari	\$272,227
To: A917	Unassigned Fund Balance	\$272,227

From: A599.000	Appropriated Fund Balance	\$272,227
To: A1420-441-010-0000	Legal Services	\$18,014
To: A1964-400-010-0000	Refund of Prior Years' Taxes	\$254,213

4. the request of Mr. Brian Nolan, Middle School Principal, for the below volunteers for the Middle School Musical:

**MIDDLE SCHOOL**  
**MUSIC**  
**VOLUNTEERS**

Donna Hayes	Tracy Colucci	Danielle Slowe
Karen Pereira	Melissa Dean	Kelly Hoff
Nissa Deibler	Haley Bickel	Amber DeMarzio-Gonzales
Erin Volpe	Rebecca Farnes	Tammy Ham
Kellie Simpson	Traci Colucci	

5. the below resolution:

**2014-2015 TAX**  
**COLLECTION**

WHEREAS, the Education Law provides that the tax collector shall be relieved of responsibility for the uncollected portion of the tax list when a complete list of delinquent tax items has been certified to the Board of Education, and since the collector has affixed her affidavit to such statement and filed a statement accounting for handling of the tax warrant and list as follows:

<u>NAME OF TOWN</u>	<u>TAX TO BE RETURNED</u>	<u>6% INTEREST</u>	<u>TOTAL</u>
Canandaigua City	434,292.24	26,057.55	460,349.79
Canandaigua Town	601,345.53	36,080.73	637,426.26
Farmington	53,998.89	3,239.93	57,238.82
East Bloomfield	0.00	0.00	0.00
Bristol	3,214.23	192.86	3,407.09
Hopewell	79,188.16	4,751.30	83,939.46
Gorham	0.00	0.00	0.00
South Bristol	0.00	0.00	0.00
Total	<b>\$1,172,039.05</b>	<b>\$70,322.38</b>	<b>\$1,242,361.43</b>

TAX LEVY	\$41,968,571.77
LIBRARY LEVY	\$610,000.00
LESS STAR REIMBURSEMENT	\$4,165,627.41

**LESS: Small Claims**

Lupton 851 West Lake Rd. 98-05-1-6	870.76
Lupton 3271 Co Rd 16 98.05-3-1	445.05
Harradine 3874 Co Rd 16 113-13-1-3	677.25
Gruschow 3700 Co Rd 16 113.05-1-21	357.97
Bottoff 33 Cobble Creek Rd 113.9-3-11	1,491.89
Bradford 3592 Otetiana Pt 98.19-1-12	1,644.75
Blowers 1959 New Michigan 55.00-1-3.1	677.25
Westbrook 3844 Co Rd 16 113.09-3-10.1	3,386.24
Cassie 4735 Co Rd 16 140-11-1-35.1	841.22

**LESS: Assessor Clerical Errors**

Maloney 6111 Goff Rd 153.00-1-62.1	955.11
Maloney Goff Rd 153.00-1-62.2	-88.39
S&J Morrell Rileys Run 112.04-1-29.2	19.35
S&J Morrell Quincy Circle 112.04-1-30.2	19.35

11,297.80

Plus/Minus Rounding

-0.76



**Canandaigua City School District**  
**Minutes – January 22, 2015**  
 Operations Center, 5500 Airport Road

TAX TO BE COLLECTED	<u>\$38,401,645.80</u>
TAX COLLECTED 96.43%	\$1,172,039.05
	<b><u>\$37,229,606.75</u></b>
UNPAID TAXES TO BE RETURNED:	
CITY TREASURER	\$434,292.24
COUNTY TREASURER	\$737,746.81
TOTAL	<b><u>\$1,172,039.05</u></b>

AND WHEREAS, the district treasurer has verified the accuracy and signed the report of the collector; THEREFORE, BE IT RESOLVED, that the Board of Education accept the report of the tax collector and having determined that the collector has accounted for the full amount of the tax warrant, directs that the lists of the delinquent tax items with the addition of 6% penalty be certified to the offices of the City and County Treasurers.

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|----|--|---|
| 6. | the recommendations of the Committee on Preschool Education, which is filed as an attachment in the Supplemental Minutes File. | <b><u>PRESCHOOL<br/>SPECIAL<br/>EDUCATION</u></b> |
| 7. | the recommendations of the Committee on Special Education, which is filed as an attachment in the Supplemental Minutes File.   | <b><u>SPECIAL<br/>EDUCATION</u></b>               |

**Personnel**

1. Non-Instructional Personnel

A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Dawn Arnaud	Teacher Aide	Laid-Off	12/19/2014

B. Appointments

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Dawn Arnaud	Substitute Teacher Aide	1/5/2015	\$8.75/hr.
Margaret Outhouse	Substitute School Bus Driver	12/16/2014	\$13.76/hr.
Heather Gustafson	Substitute Teacher Aide	1/23/2015	\$8.75/hr.
Stephanie Vandermolen	Substitute Teacher Aide	1/23/2015	\$8.75/hr.
Kelly Gullace	Substitute Teacher Aide	1/23/2015	\$8.75/hr.
Jennifer Rodgers	School Monitor	1/20/2015	\$8.75/hr.
Dawn Arnaud	Teacher Aide	1/20/2015	\$9.82/hr.

2. Instructional Personnel

A. Resignation

- (1) of Jennifer Hearne resigning from her co-curricular position of Drama, Vocal Director – Spring (HS) effective January 12, 2015.
- (2) of Jeffrey McCarthy, a Sixth Grade Teacher at the Middle School, effective February 16, 2015.

B. Leave of Absence

- (1) of Lauren O'Reilly for a pregnancy-related disability leave of absence from her position as a Third Grade Teacher at the K-5 Complex to start on or about May 30, 2015 and to end June 30, 2015.

C. Appointments

- (1) of **Elizabeth Kuchman** who has been working for the District as a Long-term Substitute Teacher in the K-5 Complex since September 1, 2014. She will now be appointed to a 3-year probationary position as a 1<sup>st</sup> Grade Teacher with a tenure area of Childhood Education 1-6 effective February 2, 2015.

<u>Name</u>	<u>Certification</u>	<u>Effective Start Date</u>	<u>Step</u>
Elizabeth Kuchman	Childhood Education 1-6, Initial; Students w/ disabilities 1-6, Initial	2/2/2015	1 (Continued)

(2) Mentors

the following individuals as Mentors for the 2014-2015 school year at a rate in accordance with contract.

*Nancy Petrie* mentor to Kristy Ingersoll effective February 2, 2015

*Sarah Pennica* mentor to Sarah Shainfeld effective January 20, 2015

(3) Co-Curricular

the following individual to a co-curricular position for the 2014-2015 school year at a rate in accordance with contract.

Laura Giberson, Drama, Vocal Director – Spring (HS)

(4) Certified Substitute Teachers

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

Kasie Fritz, Korie Fitzgerald, Kenneth Davis, Christopher Viscardi, Rachel Bardun

(5) Non-Certified Substitute Teachers

the following individuals as a Non-Certified Substitute Teachers conditional upon verification of 2-year degree and criminal history clearance from the New York State Education Department where appropriate.

April Buchholz, Kara Duysen, Theresa Zabliski, Christine Pyanoe, Zachary Hilt

***End of Consensus Agenda***

***Approval of December Warrants***

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

Federal Fund

# 0073 Checks 000540 to 000561

Cafeteria Fund

# 0071 Checks 000850 to 000867

Capital Fund

**APPROVED:**  
**DECEMBER**  
**WARRANTS**



- # 0072 Checks 000358 to 000361  
General Fund
- # 0074 Checks 009949 to 010159  
General Fund includes eighty-two (82) electronic transfer credit card payments  
ACH Payments
- # 0065 - 69 ACH payments to 39 vendors
- # 0069 - Test warrant for Chase Check Print was Voided
- # 0070 - 49 ACG payments to 34 vendors

**Approval of Minutes**

Upon a motion made by Mr. Polimeni, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved the meeting minutes of the Regular Board Meeting of January 8, 2015.

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

**Presentation**

Plan for Excellence

Superintendent Erdle; Dr. Julie Winston, Assistant Superintendent of Instruction; Mrs. Carleen Pierce, Assistant Superintendent of Business; Dr. Mark Lavner, Assistant Superintendent of Personnel and Support Services; and Ms. Stephanie Knapp, Director of Special Programs each presented to the Board an update of the Plan for Excellence. Also provided was a focus of several areas that will have an impact on the 2015-2016 operating budget.

**Parent Involvement** ~ Build parent involvement in all aspects of our program.

**Professional Development** ~ Provide training and support to enable and empower staff to integrate technology into the curriculum.

**Finance** ~ Establish a long-term, strategic financial plan to support the on-going needs of the district.

**Finance** ~ Investigate shared service opportunities with other school districts and municipalities.

**Athletics** ~ Create facilities that support student and community activities and competition.

**Health, Wellness and Safety** ~ Support the social and emotional well-being of all students in the Canandaigua City School District.

Updates were given on the Veteran’s Exemption, PILOT agreements, tax certioraris the district is involved with and district trends in students with classification.

**District Committee Reports**

**Council for Instructional Excellence (CIE)**

Mr. Joe Delforte reported on behalf of CIE which met on January 14. The Committee reviewed Multiple Pathway (4+1) students taking 4 Regents Exams and a rigorous 5<sup>th</sup> exam in their area of choice. A technology survey was recently completed by Mrs. Katie McFarland, Director of Staff Development. The next meeting is scheduled for February 11.

**Adjournment**

Upon a motion made by Mrs. Pedzich, seconded Mr. Delforte, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 9:07 p.m. The next Regular meeting will be on February 5, 2015 at the Operations Center at 7:30 p.m.

**APPROVED:**  
**ADJOURNMENT**

Respectfully submitted,

Deborah Sundlov  
District Clerk



**Upcoming Events**

- January 26-30 - Regents Week
- January 27 - Policy Committee Meeting
- January 27 - 4<sup>th</sup> Grade Band & Orchestra 1
- January 29 - 4<sup>th</sup> Grade Band and Orchestra 2
- January 30-21 - FMLEA Jr./Sr. High Music Festival
- February 2 - Groundhog Day
- February 3 - Frieda O'Hanlon District Spelling Contest
- February 3-5 - Kindergarten Registration
- February 3 - Policy Committee Meeting
- February 5 - **Regular Board of Education Meeting**
- February 6 - First Day Board Candidate Packets available
- February 6-8 - Middle School Musical ~ *Seussical, Jr.*
- February 9 - Policy Committee Meeting
- February 10 - PTSA Harlem Wizards Charity Basketball Game
- February 11 - Audit Committee Meeting
- February 11 - Academy Mid-Winter Choral Concert
- February 12 - Middle School Mid-Winter Concert
- February 16-20 - Winter Break
- February 24 - Policy Committee Meeting
- February 26 - **Regular Board of Education Meeting**