



Canandaigua City School District
Minutes – March 26, 2015
Operations Center, 5500 Airport Road

The Regular meeting of the Canandaigua City School District Board of Education was held on Thursday, March 26, 2015 at 6:32 p.m. in the Canandaigua City School District Operations Center, President Grimm presiding.

- BOARD MEMBERS PRESENT: Jeanie Grimm, Joe Delforte, Michelle Pedzich, John Polimeni, Michelle Raeman, Tom Reho, Beth Thomas
BOARD MEMBERS ABSENT: Jeannie Kesel (excused), Bill Patrowicz (excused)
LEADERSHIP TEAM PRESENT: Lynne Erdle, Mark Lavner, Carleen Pierce, Julie Winston
ADMINISTRATIVE TEAM PRESENT: Andy Thomas, Jim Simmons, Dan Bowman Stephanie Knapp, Mike McClain
BOARD DISTRICT CLERK: Deborah Sundlov
OTHERS PRESENT: Jessica Bell, Katelyn Bell, Liz Bell, Scott Bischooping, Grant Emerson, Joann Emerson, Cory Jenner, Jennifer Kelly, Heather Raulli, O.J. Sahler, Steve Staveski, Vic Tomaselli

Executive Session

Upon a motion made by Mrs. Pedzich, seconded Mrs. Thomas, with all present voting yes, the Board of Education approved calling an Executive Session at 6:32 p.m. for the purposes of discussing the employment history of nine 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. Pedzich, seconded by Mrs. Thomas, with all present voting yes, the Board of Education returned to Open Session at 7:00 p.m.

APPROVED: OPEN SESSION

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 Report

Mrs. Grimm thanked all in attendance and welcomed back to Dr. O.J. Sahler. Dr. Sahler was a Canandaigua City School District Board member for 21 years and continues her service as a Wayne-Finger Lakes BOCES Board member.

A moment of silence was held to remember Mr. Kevin Reed, an employee in our maintenance department who passed away suddenly earlier in the week.

A reminder to all Board members the BOCES vote will be held on April 22 at 7:15 a.m. at the District Office.

Superintendent's Report

Dr. O.J. Sahler begin by thanking the Board for their nomination for re-election to the Wayne-Finger Lakes BOCES board. She commented on how Mr. Bischooping has brought so much to the BOCES program. The fresh cooperation between BOCES members, community and one another has been enormous.

Ms. Katelyn Bell, student of the FLTCC Animal Science program, spoke to the Board on what a wonderful opportunity she has had to be involved in this program. Without being a part of the Animal Science program, she stated she wasn't sure what she would be doing and what her future would hold. Her love of animals,

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meeting new people and gaining lifetime friendships has been amazing. Ms. Bell and her mother will soon be visiting the SUNY Cobleskill equine program.

Mr. Scott Bischooping, Wayne-Finger Lakes BOCES, provided the Board with an overview of the various programs that BOCES offers to students and districts.

**Mr. Bischooping, Ms. Bell and family left at 8:03 p.m.**

Ms. Stephanie Knapp, Director of Special Programs, updated the Board on an audit that is being held for Special Education programs and services. The purpose of the audit is to assess the district’s compliance with selected Federal and State laws and regulations governing the education of students with disabilities. The Canandaigua City School District was chosen randomly, as a representative of a small city school district.

**Mrs. Stephanie Knapp left at 8:10 p.m.**  
**Mr. Grant Emerson arrived at 8:10 p.m.**

Superintendent Erdle stated the Board recently approved to Servicemark and Trademark the CA logo. The Board was asked if any other logos should go through the same process. The sailboat and the CA alone were discussed. It was decided the sailboat would not be submitted for a Servicemark or Trademark, but the CA should be. But was also asked of the Superintendent to find out if it could be included in the original submission or if it would be required to be separate. The cost to Servicemark and Trademark each logo is \$700.

**Student Representative**

Grant Emerson reported on the various athletic teams that have recently won sportsmanship and other awards. Teams and individuals will be at the April 9 Board meeting for recognition. This week has been Sprit Week at the Academy; Monday was American day, Tuesday was twin day, Wednesday was jersey day, Thursday was jungle day and Friday will be class color day.

**Grant Emerson and Mrs. Emerson left at 8:22 p.m.**

**Public Comments**

There were no public comments.

**Approval of February Warrants**

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

- Warrant #0094 General Fund Check #'s 000121 - 000214 (Positive Pay)
- Warrant #0095 General Fund Check #'s ACH000363 - ACH000399
- Warrant #0096 General Fund 17 Credit Card Payments
- Warrant #0098 General Fund Check #'s 000215 - 000217 (Check Print)
- Warrant #0099 General Fund Check #'s ACH000400 - ACH000442
- Warrant #0100 General Fund Check #'s 000218 - 000219 (Positive Pay)
- Warrant #0101 General Fund Check # 000220 (Positive Pay)
- Warrant #0104 General Fund Check #'s 000221 - 000303 (Positive Pay)
- Warrant #0105 Capital Fund Check #'s 000366 - 000369
- Warrant #0106 Federal Fund Check #'s 000576 - 000589
- Warrant #0107 Cafeteria Fund Check #'s 000892 - 000917
- Warrant #0108 General Fund Check #'s 000304 - 000306 (Positive Pay)
- Warrant #0109 General Fund 34 Credit Card Payments

**APPROVED:**  
**FEBRUARY**  
**WARRANTS**



**Approval of Minutes**

Upon a motion made by Mrs. Raeman, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved the meeting minutes of the Budget Workshop Meeting of March 5, 2015 and the Regular Board Meeting of March 12, 2015.

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

**Educational Presentation**

**Plan for Excellence Update ~ Project Update of December 9, 2014**

Mr. Vic Tomaselli, SEI design group, presented the Board with an update to the capital project. The various teams have been holding bi-weekly meetings for review, discussions and decisions, monthly meetings for the overall process and financial and monthly meeting with the district Site Committee. Other than the outdoor athletic updates, door hardware will be installed in classrooms, rooms for student activities in all buildings. Wireless control hardware will allow for lockdown of buildings and afford the ability for teachers to lock individual rooms without entering the hallway.

At the Middle School, the work will be for new tennis courts, toilet rooms and parking lot expansion. At the Academy the replacement of the track, upper playing field with new grass and underdrainage, irrigation and tennis courts with drainage. Also the new multi-purpose field along with parking lot for 200 vehicles.

Geotechnical engineering has been conducted and preliminary findings have been sent to the Design Team. The parking and access road has had preliminary discussions with the town.

The current plan is to submit to the State Education Department at the end of May. Currently the state is working on a seven month delay.

***Those not participating in the rest of the meeting left at 8:59 p.m.***

**Consensus Agenda**

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

**APPROVED:**  
**CONSENSUS,**  
**SUPPLEMENTAL**  
**AGENDA**

**Business and District Matters**

1. the Treasurer’s Report for the Period of February 1, 2015 - February 28, 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 - February 28, 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 - February 28, 2015. Additional information is included as an attachment and is filed in the Supplemental Minutes File.
4. Mr. Vernon Tenney, Academy Principal, is requesting final approval of the below field trip. Initial approval was granted on December 11, 2015. Additional information is included as an attachment and will be filed in the Supplemental Minutes File.
  - **Region 2 Leadership Training**, April 24-26, 2015, Livonia, New York

**TREASURER’S**  
**REPORT**

**BUDGET STATUS**  
**REPORT**

**REVENUE**  
**STATUS REPORT**

**FIELD TRIP ~**  
**FINAL APPROVAL**



- 5. the request of Mr. Vernon Tenney is requesting Initial approval of the below field trip. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

FIELD TRIP ~
INITIAL
APPROVAL

- Natural Helper Retreat, November 19-20, 2015, Rush, New York

- 6. an Intermunicipal Cooperation Agreement between the Canandaigua City School District, the City of Canandaigua and the County of Ontario. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

INTERMUNICIPAL
COOPERATION
AGREEMENT

- 7. the below resolution:

FUND SURPLUS
RESOLUTION
AGREEMENT
AND RELEASE

This Fund Surplus Resolution Agreement and Release ("Agreement") is by and between the Canandaigua City School District ("District"), 143 North Pearl Street, Canandaigua, NY 14424, and the Board of Cooperative Educational Services Rensselaer – Columbia – Greene Counties ("Questar III", which shall be defined to include Questar III's Board members, administrators, officers, employees, attorneys, agents, representatives, successors and assigns), 10 Empire Boulevard, Castleton, NY 12033. The District and Questar III may be referred to collectively herein as the "Parties".

WHEREAS, Questar III retained D'Arcangelo & Co, LLP ("D'Arcangelo") to conduct an independent audit of the funds that Questar III has accrued for purposes of satisfying future liabilities for post-retirement and other post-employment benefits ("OPEB"); and

WHEREAS, D'Arcangelo issued an Agreed-Upon Procedure Report on July 12, 2014 (the "Report") which, among other things, confirmed the total balance of funds accrued by Questar III for OPEB purposes as of June 30, 2013 and, of that balance, amounts that could be returned to the component and non-component school districts who participated in the relevant programs conducted by Questar III ("Accrual Amount"); and

WHEREAS, the Questar III Board has adopted a plan by which the OPEB Accrual Amount will be returned to such component and non-component school districts (the "Plan"), utilizing the basis for return set forth in the Report, and

WHEREAS, the Plan has received approval from the State Education Department; and

WHEREAS, the Parties hereto which to memorialize the terms by which the District will participate in the Plan;

NOW, THEREFORE, THE PARTIES HEREBY AGREED AS FOLLOWS:

- 1. Questar III will return to the District a total of \$1,026.43 (the "Payment Amount"), which by this agreement shall be deemed to constitute the District's full and complete entitlement to its share of the OPEB Accrual Amount. The Payment Amount shall be returned over a period not to exceed five years as follows:

District: Canandaigua City School District



Year ending June 30,	OPEB Accruals Return To be Credited to Administrative Levy	% of Total Return to District
2016	\$1,026.43	100
Total Return Of OPEB Accruals to District	\$1,026.43	100

The Payment Amount as set forth shall be returned in the form of a credit against the amount that the District otherwise is required to contribute to Questar III for non-component district CoSer charges in each of the school years set forth in the Payment Schedule above. If the portion of the Payment Amount to be returned in any school year exceeds the amount that the District must otherwise remit to Questar III, the excess balance shall be added to the portion of the Payment Amount to be returned in the next subsequent school year pursuant to the above Payment Schedule. If any such excess balance remains after the final year of the Payment Schedule, the excess balance shall be credited against the District's required contribution to Questar III in the next subsequent school year, and any additional school years as may be necessary to fully return the Payment Amount to the District. In no case shall Questar III be required to return any portion of the Payment Amount in the form of a cash payment to the District, or in any other manner except as set forth herein.

2. The District hereby accepts the return of the Payment Amount, as set forth herein, as full and complete satisfaction of any claim or entitlement the District would otherwise have, by law, contract, equity or otherwise, to return of any portion of the Accrual Amount.
  
3. In consideration for the return of the Payment Amount as set forth herein, the District hereby releases and discharges Questar III from any and all obligations, claims or liabilities, of any nature, that related to the Accrual Amount and/or Questar III's OPEB accruals up to the date of execution of this Agreement, and the District hereby agrees that it will not commence, maintain or cooperate with any action, proceeding or claim in law or equity, of any nature or in any forum, against Questar III in relation to the Accrual Amount and/or Questar III's OPEB accruals up to the date of execution of this Agreement, which shall include but not limited to any actions, proceeding or claim in law or equity, seeking to recover (a) any portion of the Accrual Amount beyond that which is set forth in this Agreement, or (b) any other payment or relief that relates in any way to the Accrual Amount and/or Questar III's OPEB accruals up to the date of execution of this document.
  
4. The District agrees that presentation of this Agreement shall serve as the District's unqualified and irrevocable consent to discontinue with prejudice any action, proceeding or claim in law or equity, commenced or maintained by or on behalf of the District and/or its officers in violation of the terms of this Agreement.
  
5. The Parties affirm that this Agreement fully and completely sets forth the agreed upon resolution of any rights, entitlements or claims that the District may have in relation to the Accrual Amount, and that no other promises or

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agreements have been made or would be effective in relation to the Accrual Amount.

6. The District and Questar III hereby each respectively affirm that the execution of this Agreement has been authorized by action of its Board of Education.

8. the request of Mr. Brian Nolan for Alicia Kaegel from Safe Harbors of the Finger Lakes and Council on Alcoholism and Alexis Thorne from Council of Alcoholism and Other Chemical Dependencies of the Finger Lakes to volunteer for the 2014-2015 school year. There is no cost to the District.

MIDDLE SCHOOL VOLUNTEERS

9. the request of Mr. John LaFave, Director of Student Support Services, for Ms. Viollandi Prifti to provide transitions services for the district. Ms. Viollandi Prifti holds a Bachelor's Degree from The High Agricultural College of Tirana, Albania and an Associate's Degree in Applied Science of Biotechnology from Monroe Community College. Ms. Prifti currently works at the University of Rochester in the Center for Neurology Development and Disease.

TRANSLATION SERVICES

Ms. Prifti is also self-employed as an interpreter-translator, Albanian-English and vice versa. She is a court interpreter at Rochester's Hall of Justice, Livingston County Court, Buffalo City Court, and Niagara Falls City Court. She is an interpreter for Monroe-1 BOCES, Greece, Penfield, and Palmyra-Macedon Central School Districts as well as Strong Memorial Hospital, Rochester General Hospital, and Highland Hospital.

Ms. Prifti's rate of compensation is \$60/hour with one hour minimum for interpreting, and \$0.20/word translated.

10. the below resolution:

ATHLETIC PLACEMENT PROCESS

WHEREAS, Section 135.4(c) (7) (ii) (a) (4) of the Regulations of the Commissioner of Education provides for a board of education to permit pupils in grades no lower than seventh grade to compete on interscholastic athletic teams organized for senior high school pupils, or senior high school pupils to compete on interscholastic athletic teams organized for pupils in the seventh and eighth grades; and

WHEREAS, the pupils are to be allowed to compete at levels that are appropriate to their physical maturity, physical fitness, and sport skills in relationship to other pupils in accordance with the standards established by the Commissioner of Education; and

WHEREAS, the State Education Department issues the competition standards for these pupils to complete under a program called the Athletic Placement Process;

THEREFORE BE IT RESOLVED that the Canandaigua City School District Board of Education shall permit pupils to compete after successfully completing the Athletic Placement Process for the requested sport and level.

11. the following textbook for use at the Middle School. At the March 8, 2015 CIE meeting, the Council reviewed the new textbook. This book was available at the meeting for review.

TEXTBOOK ADOPTION ~ INITIAL APPROVAL

Table with 3 columns: Textbook, Publisher, Course Title. Row 1: Gateway to Engineering, Delmar-Cengage Learning, Technology 6-8

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|-----|--|---|
| 12. | 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> |
| 13. | 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>
Karen Yudichak	Teacher Aide	Resignation for the purpose of Retirement	6/24/2015
Gloria Montaque	School Bus Driver	Retirement	6/30/2015

B. Appointments

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Wendy Flacco	Teacher Aide	3/23/2015	\$9.82/hr.
Michael VanBrooker	Substitute Bus Driver	3/27/2015	\$13.76/hr.
Shanon Williams	Substitute School Bus Monitor	3/27/2015	\$8.75/hr.

2. Instructional Personnel

A. Resignation

of Bill Bowe as a Unified Sports Coach – Basketball effective March 16, 2015.

B. Appointments

- (1) of Katie Samuelson who received her Bachelor's degree in Music from SUNY Potsdam and her Master's degree in Speech Pathology from SUNY Geneseo. She has been working in the field of Speech Therapy since 2013. Ms. Samuelson will be appointed to a Long-term Substitute Speech Pathologist position effective March 24, 2015 through June 30, 2015.
- (2) of Emily Conrad who received her Bachelor's and Master's degree in Occupational Therapy from Keuka College. She has been working in the field of Occupational Therapy since 2013. Ms. Conrad will be appointed to a full-time Occupational Therapist position effective April 6, 2015. This position is vacant due to a resignation.
- (3) of Michelle Jones who received her Bachelor's degree in Liberal Studies from Cazenovia College and her Master's degree in Counselor Education from SUNY Brockport. Ms. Jones has been working for the District as a long-term substitute Prevention Services Specialist for the 2014 – 2015 school year. She is now appointed to a 2-year probationary position as a School Counselor with a tenure area of School Counselor effective July 1, 2015.

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Step</u>
Katie Samuelson	Speech & Language Disabilities	3/24/2015-6/30/2015	2 (Pro-rated)
Emily Conrad	Occupational Therapy	4/6/2015	2 (Pro-rated)
Michelle Jones	School Counselor K-12	7/1/2015	2



(4) Certified Substitute Teacher

of a Certified Substitute Teacher conditional upon verification of certification and criminal history clearance from the New York State Education Department where appropriate.  
Mallory Long

(5) 2014-2015 Coach

of a Coach position for the 2014-2015 school year at a rate in accordance with contract.  
Kimberly Condon - Unified Sports Coach – Basketball

**End of Consensus Agenda**

**Board Committee Name Change**

Change committee name from Operations and Facilities Committee to Site Committee

Upon a recommendation by the Superintendent, a motion made by Mrs. Pedzich, seconded by Mrs. Thomas, with all present voting yes the Board of Education approved the name change of the Operations and Facilities Committee to Site Committee.

**APPROVED:**  
**CONSENSUS,**  
**COMMITTEE**  
**NAME CHANGE**

**Upcoming Events**

- March 30 - April 3 ~ Spring Break
- April 7 - Policy Committee
- April 8 - Audit Committee Meeting
- April 8 - District Orchestra Concert
- April 9 - **Regular Board Meeting**
- April 13 - Policy Committee
- April 14 - 16 ~ NYS ELA Test, Grades 3-8
- April 23 - Policy Committee
- April 21 - Academy Choral Concert
- April 22 - 24 ~ NYS Math Test, Grades 3-8
- April 22 - **Special Board Meeting**
- April 23 - **Regular Board Meeting**
- April 28 - Policy Committee
- April 29 - Last Day to Submit BOE Candidate Petitions

**Adjournment**

Upon a motion made by Mrs. Pedzich, seconded Mrs. Raeman, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 9:01 p.m. The next Regular meeting will be on April 9, 2015 at the Middle School Auditorium at 7:30 p.m.

**APPROVED:**  
**ADJOURNMENT**

Respectfully submitted,

Deborah Sundlov  
District Clerk