



## Canandaigua City School District Board of Education Meeting

Minutes ~ May 8, 2014

Operations Center, 5500 Airport Road

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The Regular meeting of the Canandaigua City School District Board of Education was held on Thursday, May 8, 2014 at 6:30 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, John Polimeni, Michelle Raeman (*arrived at 7:33 p.m.*), Tom Reho, Beth Thomas

BOARD MEMBERS ABSENT:

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

ADMINISTRATORS PRESENT: Dan Bowman, Patrick Case, Mike McClain, Brian Nolan, Andy Thomas,

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Donald Budmen (*left at 7:05 p.m.*), Madeline Ellison, Colleen Heinrich (*left at 7:05 p.m.*), Christine McClain, Victoria McClain, Joseph Shields (*left at 7:05 p.m.*), May Kay Ward

### ***Meeting Called to Order***

The meeting was called to order at 6:30 p.m. at the Operations Center by President Grimm.

### ***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 6:30 p.m. for the purposes of Collective negotiation pursuant to Article 14 of the Civil Service Law (the Taylor Law), and 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**

### ***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 7:27 p.m.

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

***The Board took a break from 7:27 to 7:33 p.m.***

### ***Meeting Called to Order***

Mrs. Grimm reconvened the meeting at 7:33 p.m. and asked everyone to stand for the Pledge of Allegiance.

### ***Public Comments***

There were no public comments.

### ***Approval of Minutes***

Upon a motion made by Mrs. Kesel, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved the meeting minutes of the Special Board Meeting of April 23, 2014 and the Regular Board Meeting of April 24, 2014.

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



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### **Educational Presentation**

Middle School Highlight ~ Cookies for a Closer Community

Last fall, Mr. Nolan introduced the Board to a new project beginning at the Middle School, Cookies for a Closer Community. Mr. Nolan along with Ms. Mary Kay Ward, Middle School Teacher, and Middle School students Victoria McClain and Madeline Ellison provided the Board with an update of the project since its September inception.

Each Monday after school a group of approximately 12 to 15 students meet with Ms. Ward and bake about four or five dozen cookies for delivery that afternoon to local organization or business that was nominated the previous week. Once completed a couple of students and administrators make the Cookies for a Closer Community delivery. Along with the cookie delivery a notebook is included for the group to share a few thoughts with the Middle School. Victoria and Madeline shared their experiences with the project. The Board had the opportunity to look at the book and then were treated to fresh baked cookies.

***Mr. Polimeni left the room at 7:48 p.m. to 7:49 p.m.***

Ms. Ward shared her thoughts of what a wonderful opportunity **it is** for her to share her love for culinary and the opportunity to connect with students outside of the classroom.

***Those not participating in the rest of the meeting left at 7:57 p.m.***

### **Superintendent's Report**

Dr. Mark Lavner, Assistant Superintendent for Personnel and Support Services, stated that the Capital Project Planning Committee has begun meeting. Dr. Lavner stated that during conversations with SEI Design, Group, it was suggested the District begin including a construction manager in Planning Committee's meetings. Dr. Lavner recommended we request Mr. Chris Contento from Turner Construction. He is familiar with our District and has done a great job with our past projects. The Board agreed for Dr. Lavner to contact Turner Construction.

***Those not participating in the rest of the meeting left at 8:03 p.m.***

Dr. Julie Winston, Assistant Superintendent for Instruction, provided information regarding the possibility of having Dr. David Kilpatrick, SUNY Cortland, conduct a study with the District on phonemic awareness. There are several other districts in New York State that will be participating next school year. Members of our school district reached out to Dr. Kilpatrick regarding his work on phonemic awareness and learned of the study. Dr. Winston and Primary administration are interested in working with Dr. Kilpatrick in some capacity. The Board would like to have further information before committing our District to a study. This will be provided at a later time.

### **Code of Conduct Discussion**

The Board was provided with the most recent version of the Code of Conduct which has been vetted by all stakeholder groups. The purpose of the Code of Conduct is to lay the foundation for the building level student handbooks. Several proposed changes were discussed by the Board and Superintendent. If any of the changes are made the Code will be brought back for the Board to review one final time before conducting a Public Hearing. If not, the Public Hearing will be held prior to the next Board of Education Meeting.

### **Consensus Agenda**

Upon a recommendation by the Superintendent, a motion made by Mrs. Raeman, and seconded Mrs. Pedzich. and with the remaining present voting yes, the Board of Education approves/accepts the Consensus Agenda and Supplemental:

**APPROVED**  
**CONSENSUS**  
**AGENDA &**  
**SUPPLEMENTAL**  
**AGENDAS**



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**Business and District Matters**

- 1. the Treasurer’s Report for the period of July 1, 2013 - March 31, 2014. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **TREASURER’S REPORT**
- 2. the Appropriation Status Report, which is a summary, for the period of March 1, 2014 – March 31, 2014. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **BUDGET STATUS REPORT**
- 3. the Revenue Status Report, which is a summary, for the period of March 1, 2014 – March 31, 2014. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **REVENUE STATUS REPORT**
- 4. the request of Mr. Vernon Tenney, Academy Principal, to accept a donation from the **Canandaigua PTSA** in the amount of \$850 to purchase e-books through the Gale Virtual Reference Library for Academy students. For this reason, the budget is reappropriated to reflect these entries as shown below: **DONATIONS**

Revenue	A2705	Gifts/Donations	\$850
Expense	A2610-521-220-0000	Library Book Code	\$850

the request of Mrs. Carleen Pierce, Assistant Superintendent for Business, is to accept an award from the **Finger Lakes Area School Health Plan Wellness Committee**. The award is in the amount of \$1,550 which will be used for the acquisition of one (1) Life Fitness 95T Treadmill and one (1) Life Fitness 91X Elliptical. Upon delivery, the treadmill will be located in the Primary/Elementary fitness room and the elliptical will be located in the Academy fitness room. It is the intent that the equipment will be used by faculty and staff to increase physical activity and to reduce stress levels. The award was granted based upon the application submitted by William Bowe, Jr., Wellness Coordinator.

approval of the Regular Board Meetings for the 2014-2015 school year, as follows:

**2014-2015 BOARD OF EDUCATION MEETING DATES**

July 1, 2014	November 20, 2014	March 21, 2015
July 24, 2014	December 11, 2014	April 9, 2015
August 21, 2014	January 8, 2015	April 22, 2015 (Special)
September 4, 2014	January 22, 2015	April 23, 2015
September 18, 2014	February 5, 2015	May 7, 2015
October 2, 2014	February 26, 2015	May 21, 2015
October 16, 2014	March 5, 2015 (Workshop)	June 4, 2015
November 6, 2014	March 12, 2015	June 18, 2015

- 5. the request of Mr. Brian Nolan, Middle School Principal, to approve **Pam Weaver** from Missing and Exploited Children present on June 5 and 6, 2014 at no cost to the District. The presentation for the 6<sup>th</sup> graders will include Netsmartz Teens videos and explains online risks, as well as ways in which tweens can avoid them. Topics covered are online predators, revealing personal information, social networking, cyberbullying and sexting. The 8<sup>th</sup> graders will see a presentation explaining that online actions have offline consequences, whether they stem from revealing too much, interacting with online predators, sexting or cyberbullying. **VOLUNTEERS**

the request of Mr. John LaFave, Primary School Principal, to approve **Michael Bjorling** to serve as a volunteer for the 2013-2014 school year at the Primary School.

the request of Mr. John LaFave to approve a volunteer from CompassionNet to work with students in the Primary building.



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6. the request of Mr. Brian Nolan for final approval for the below field trip. Initial approval was granted on January 9, 2014. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **FIELD TRIP ~ FINAL APPROVAL**
- **Camp Bristol Hills** (6<sup>th</sup> grade by team) on May 29-30, June 5-6, and June 12-13, 2014 to Bristol Hills, New York
7. a Partnership for Excellence agreement between the Canandaigua City School District and **Hartwick College**. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **PARTNERSHIP FOR EXCELLENCE**
8. the request of Mr. Vernon Tenney for the following intern placement: **INTERN PLACEMENTS**
- **Kelly Johnson** from Warner-U of R with Paula Davis, September, 2014 to December, 2014
- the request of Mrs. Marcie Ware, Elementary School Principal, for the following intern placement:
- **Amanda Everett** from Keuka College with Lynne Pieve-Morey, September, 2014 to March, 2015
9. the request of Mr. Vernon Tenney for the following student teacher/tutor field placements: **STUDENT TEACHER/TUTOR FIELD EXPERIENCE PLACEMENTS/OBSERVATIONS**
- **Allison Deady** from Fredonia with Amy Story, October, 2014 to December, 2014
  - **Carmelo Guglielmino** from Hobart with Deb Sutherland, September 2014 to December, 2014
  - **Julianna Hartnett** from Hobart with Doug Pereira, September 2014 to December, 2014
  - **Chris Redington** from Grand Canyon University with Abby Zanowick, September 2014 to December 2014
- the request of Mrs. Marcie Ware for the following student teacher/tutor field placements:
- **Hannah Scheetz** from Nazareth with Emily Phillips, September 2014 to October, 2014
- the request of Mr. John Lafave, Primary School Principal, for the following student teacher/tutor field placements:
- **Molly Bianco** from Nazareth with Andrea Smith, October 2014 to December, 2014
  - **Leah Schaffer** from Nazareth with Kim Moravec, October 2014 to December, 2014
  - **Casey Vandesande** from Hartwick College with MacKenzie Brown, May 29, 2014 to June 20, 2014
10. an agreement with Palmyra-Macedon Central School District to allow them to borrow one of our four-station wheelchair buses in exchange for one of their buses. **AGREEMENT**
11. the request of Mr. Vernon Tenney to discard Academy library books that are no longer in condition for student use. These books will be given away, donated to community groups or discarded. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **SURPLUS BOOKS ~ ACADEMY**
12. the recommendations of the Committee on Preschool Education, which is filed as an attachment in the Supplemental Minutes File. **PRESCHOOL SPECIAL EDUCATION**
13. the recommendations of the Committee on Special Education, which is filed as an attachment in the Supplemental Minutes File. **SPECIAL EDUCATION**



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**Personnel**

1. Non-Instructional Personnel

A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Shari Schoenknecht	Assistant Cook	Resignation	5/1/2014
Patricia Bartolotta	Teacher Aide	Resignation	6/25/2014

B. Appointment

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Sarah O'Brien	School District Treasurer	6/9/2014	Per negotiated contract
Belle Sargent	School District Deputy Treasurer	6/9/2014	Per negotiated contract

C. Abolishment of Position

due to budget reductions, one position in the Civil Service classification of **CLERK** has been abolished effective April 25, 2014. This did not result in the excess of staff as there was no one in this title as of the effective date.

D. Creation of New Position

In order to stay in compliance with Civil Service regulations, the Board of Education needs to create one (1) new Civil Service position, **Director of Technology Operations**.

E. Appointments

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Randy Boylan	Sub School Bus Driver	4/23/2014	\$13.63/hr.
Grace Simonds	Sub School Bus Monitor	5/1/2014	\$8.00/hr.

2. Instructional Personnel

A. Leave of Absence

(1) of Cheryl Erhardt, a First Grade Teacher at the Primary School, for a pregnancy-related disability leave of absence to commence on or about September 19, 2014 and to end on or about October 31, 2014 immediately followed by an unpaid child-rearing leave of absence to end June 30, 2015.

B. Resignation

(1) of Catherine Riley-Nicosia who resigned her position as a Teaching Assistant at the Middle School, effective May 1, 2014.

(2) of Erin Schlegel who resigned her position as a Contract Substitute Teacher at the Academy, effective May 9, 2014.

C. Appointments

(1) of **Sara Ward** who received her Bachelor's degree in Business Administration from Nazareth College and her Master's degree in Education/Special Education from LeMoyne College. Ms. Ward has been teaching in other Districts since 2004. Ms. Ward is appointed to a 2-year probationary position as a Special Education Teacher at the Middle School with a tenure area of Special Education effective May 27, 2014. This position is available as a result of a resignation.



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<u>Name</u>	<u>Certification</u>	<u>Effective Date</u>	<u>Step</u>
Sara Ward	Students w/ Disabilities B-2 Students w/ Disabilities 1-6; Early Childhood Ed B-2 Childhood Ed 1-6; Students w/ Disabilities Gen. 5-9 Generalist Middle Childhood Ed 5-9	5/27/2014	7 (pro-rated)

(2) Mentor

of the following individual to be a Mentor at a pro-rated rate of pay in accordance with contract:

<u>Mentor</u>	<u>Beneficiary</u>	<u>Effective Date</u>
Heather Fraser	Dawn Marcano	3/28/2014

(3) Contract Substitute Teacher

of the following individual to a contract substitute teacher position for a guaranteed minimum of 27 days at \$100 per day effective April 29, 2014 through June 30, 2014.

Courtney Meyer                      Elementary School

(4) Substitute Teachers

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

- Rachel Malfatti
- Charles Robinson
- Laura Pfohl
- Angela Smith
- Lisa Miller

***End of Consensus Agenda***

***Board Committee Reports***

Policy Committee

Mrs. Thomas Reported on behalf of the Policy Committee which met on April 29. The Committee reviewed several policies and then had a discussion on policy services from Erie 1 and New York State School Boards Association. It was decided that the Committee will hold a meeting with each to discuss their services during June. The Board elected to hold Policy # 5632 Use of School District Trademarks and Service Marks until this meeting is held.

Audit Committee ~ Mr. Bill Patrowicz

Mr. Patrowicz reported on behalf of the Audit Committee which met on May 7. The Committee received updates on tax levy and revenues. Mr. Tom Zuber, Raymond Wager, P.C., discussed the scope of the external audit. The Committee reviewed the preliminary five year forecast. There are still edits being made and once complete will be shared with the Board.

The Committee was also provided a list of tax certioraris that are pending. They are: Canandaigua National Bank, Centerpointe, Kinney Drug, Frontier Telephone, Gatehouse Media, Rite Aid and Wal-Mart.

***District Committee Reports***

**Character Education / Wellness Committee**

Mrs. Pedzich reported on behalf of the Character Education/Wellness Committee which met on April 30. The Committee received a wellness update including a blood pressure challenge, Chase Corporate Challenge Team and new equipment and walking paths. Updates on the Strategic Plan was also provided.

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



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**Adjournment**

Upon a motion made by Mrs. Thomas, seconded by Mrs. Kesel, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 9:05 p.m. The next Regular meeting will be on May 22, 2014 at the Operations Center at 6:30 p.m.

**APPROVED:**  
**ADJOURNMENT**

**Upcoming Events**

- May 10 - CA Junior Prom
- May 11 - Mother's Day
- May 12 - Public Presentation on 2014-2015 Budget
- May 14 - 5<sup>th</sup> Grade Parent Night
- May 18 - National Honor Society Induction
- May 20 - District Budget and Board Election
- May 21 - Rotary Club Ziti Dinner
- May 22 - Middle School Spring Concert
- May 22 - **Regular Board Meeting**
- May 26 - Memorial Day
- May 27 - Middle School Art Show
- May 28 - Academy Spring Concert I
- May 29 - Middle School Spring Concert

Respectfully Submitted,

Deborah Sundlov  
District Clerk