



Canandaigua City School District Board of Education Meeting

Minutes ~ October 17, 2013

Operations Center, 5500 Airport Road

The Regular meeting of the Canandaigua City School District Board of Education was held on Thursday, October 17, 2013 at 6:43 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, Tom Reho, Beth Thomas

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

LEADERSHIP TEAM ABSENT: Carleen Pierce (*excused*)

ADMINISTRATORS PRESENT: Jim Simmons

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: John Addyman, Cheryl Birx, Cary Burke, Bonnie Cazer, Danielle Owdienko, Andy Thomas, Roy Weymouth, Deven York

Meeting Called to Order

The meeting was called to order at 6:43 p.m. at the Operations Center by President Grimm.

Executive Session

Upon a motion made by Mrs. Pedzich, seconded Mrs. Kesel, with all present voting yes, the Board of Education approved calling an Executive Session at 6:43 p.m. for the purposes of discussing one Collective negotiation 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 Mr. Delforte, seconded by Mrs. Raeman, with all present voting yes, the Board of Education returned to Open Session at 7:00 p.m.

APPROVED:
OPEN SESSION

The Board took a break from 7:00 p.m. to 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. A thank you card from Victor Swimming and Dive team thanking the Board for the use of our facilities during the summer was passed around. Mrs. Grimm also noted she attended one of the Superintendent student lunches and what a joy it was.

Superintendent's Report

Superintendent Erdle commented that the Love Your Schools group will be hosting a public event on Wednesday, November 20 at 7:00 p.m. in the Academy Auditorium. The guest speaker will be Dr. Rick Timbs, Executive Director, Statewide School Finance Consortium. Mr. Mike Ford, Midlakes Superintendent, will also talk about advocacy and what it looks like.

Dr. Mark Lavner, Assistant Superintendent for Personnel and Support Services, provided the Board an update on several projects.

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Minutes ~ October 17, 2013
Operations Center, 5500 Airport Road

\$8.4 Million Project

This project included the pavement work, masonry and technology for the District. The technology portion is almost completed. Frontier is currently finishing up the redundant fiber connections with the goal to be completed next week.

Capital Outlay

This is the work at the Academy that was Board approved for the heat conversion continuation work. The drawings have been issued to SED and are being reviewed. This project should be approved at the end of December.

Primary/Elementary Smoke-head and gym ventilators

Drawings have been submitted to SED and are being reviewed with anticipated approval date during January.

Security Project

In process of gathering final information to submit to SED for their review. Based on the SED website, the review time for projects is approximately 22 weeks. Many districts are looking at security upgrades, which may delay the timeline at SED. This work would probably not start until the upcoming summer.

Finally, separate from the above projects: there are many lights at the Academy pool that are requiring replacement. Quotes have been received from three vendors with the replacement being approximately \$10,000. The current lights are leased. The District contacted the leasing company to see if there was anything that could be done to end the lease because of the inoperable lights. Unfortunately the leasing company would not offer any assistance. The District has contacted Rochester Gas & Electric to see if any of the pool lights could be covered under a grant through NYSERTA. They would not fall under the program criteria. The District has budgeted this amount for special projects in the current budget. The District will move forward on the replacements.

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 Regular Board Meeting of October 3, 2013.

APPROVED:
MEETING
MINUTES

Approval of September Warrants

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

APPROVED:
SEPTEMBER
WARRANTS

General Fund

9 Checks 006649 to 006955

General Fund includes two hundred twenty-four (224) electronic transfer credit card payments

Federal Fund

9 Checks 000354 to 000368

Cafeteria Fund

9 Checks 000534 to 000551

Capital Fund

9 Checks 000312 to 000315

Educational Presentation

Athletic Philosophy-Modified, Junior Varsity and Varsity Programs

Mr. Jim Simmons, Athletic Director, first presented a brief video on "losing the game". He then presented the athletic Mission Statement and philosophy for student participation in athletics, from modified to varsity level.

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Minutes ~ October 17, 2013

Operations Center, 5500 Airport Road

Mission Statement

The mission of the Canandaigua City School District's Interscholastic Athletic Department is to promote excellence in athletics as an integral part of our educational mission, creating a positive, balanced, atmosphere of sportsmanship, character, discipline, perseverance, team spirit and fun for students, coaches and our community.

Philosophy

The athletic program is an integral part of the overall educational program in the Canandaigua City School District. The program promotes a desire in our student body and community to take an active part in our sports program either as participants or spectators.

The aim of the program is to develop highly competitive athletes, but not to lose sight of educational values such as sportsmanship, health, scholastic attainment, etc. The program is to occupy a position in the curriculum comparable to other subjects or activities and to aid in promoting school pride.

He commented that 80% of all students from 2010-2012 participated in an interscholastic athletic team prior to graduation.

Ms. Danielle Owdienko, Modified Coach, stated the main goal at the modified level is to learn the game and gain basic developmental skills, to focus on social and emotional growth. The playing time is shared at this level with minimal team reductions.

Mr. Deven York, Junior Varsity Coach, stated at this level, usually freshman and sophomores, players display potential for continued development. Squad sizes are dependent on the sport. There is an increased emphasis placed on physical conditioning and refinement of skills. He noted, playing time is never guaranteed.

Mr. Roy Weymouth, Varsity Coach, stated that the head coach is the leader of the overall program. Depending on the sport, squad size may be limited. There is an increased commitment which may include vacation periods. Coaches and athletes prepare to compete at a high level and strive for victory. The coaches balance working toward team success with the development of sportsmanlike behavior and key character traits.

Mr. Simmons concluded with several accomplishments the athletic department has achieved:

- NYSPHSAA Good Sports Award: 2005, one of 4 schools in NYS selected.
- NYSPHSAA Scholar Athlete Team School of Distinction: 2012
- Competitive Excellence:
- NYS Team Champions:
 - o Football
 - o Girls Volleyball
 - o Boys Lacrosse
 - o Wrestling
- Individual NYS Champions: Numerous
- Section V Team and Individual Champions: Numerous

Those not participating in the rest of the meeting left at 8:50 p.m.

State Assessment Update

Dr. Julie Winston, Assistant Superintendent for Instruction, provide a brief overview of the schedule for State Assessments.

English Language Arts

Tuesday, April 1 – Thursday, April 3

Mathematics

Wednesday, April 30 – Friday, May 2

Science Performance Test (4, 8)

Wednesday, May 21 – Friday, May 30

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Canandaigua City School District Board of Education Meeting

Minutes ~ October 17, 2013

Operations Center, 5500 Airport Road

Science Written Test (4, 8)

Monday, June 2

Core Algebra

Tuesday, June 3

Core English vs. Comprehensive English

Tuesday, June 17 – Wednesday, June 25

Consensus Agenda

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

**APPROVED
CONSENSUS
AGENDA**

Business and District Matters

1. the request of Mr. Jim Simmons, Athletic Director, for **Christopher Reddington** and **Nicholas Munn** to assist in the interscholastic athletic program. Each has completed necessary NYS licensing paperwork and up to date on CPR/AED and First Aid certification.

**ATHLETIC
VOLUNTEERS**

2. the request of Mr. Jim Simmons for Initial Approval for the below trips. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

**ATHLETIC FIELD
TRIPS ~ INITIAL
APPROVAL**

- Boys Varsity Basketball, November 22-23, 2013, Syracuse, New York
- Ice Hockey, January 3-4, 2014, Skaneateles, New York
- Varsity Softball, April 13-15, 2014, Toms River, New Jersey

3. the below surplus items, according to Regulation 5250R, Disposal of District Property, building administrators and support supervisors are responsible for identifying obsolete and surplus equipment and be sold at auction. Below is a list of such equipment and supplies.

SURPLUS ITEMS

Dr. Mark Lavner, Assistant Superintendent for Personnel & Support Services, is requesting Board approval to declare these items as surplus as they no longer fit any of our buses and dealers will not take them back because they no longer have a market for them.

- | | |
|------------------------------|---|
| 12 - Mirrors | 2 - 444E Radiator hoses |
| 9 - Fan belts | 2 - Thomas Vista transmission dip sticks |
| 6 - Coolant tubes | 14 - IH Front turn signal harnesses |
| 2 - 444E Valve cover gaskets | 1 - Floor mount dimmer switch |
| 2 - 444E Injector harnesses | 1 - Transmission filter kit |
| 1 - 444E Glow plug relay | 6 - Turn / Tail / Plate lights |
| 2 - 444E Idler pulleys | 2 - Old Style MVP wiper arms |
| 2 - 444E Turbo hose | 1 Box of miscellaneous electrical (switches-gauges- relay |

the request of Dr. Mark Lavner to declare as surplus 2005 Ford Taurus sedan with 105,000 miles that will not pass Department of Transportation inspection equipment and will be sold at auction.

the request of Mr. Brian Nolan, Middle School Principal, that the below equipment be declared surplus equipment and be sold at auction:

- | | |
|---|--|
| 30 - Eiki Overhead Projectors | 1 - 4 drawer filing cabinet |
| 2 - Sanyo Television 32" | 1 - 42" three-tier plastic cart |
| 1 - Phillips Universal Remote Control | 1 - 35.5" three-tier black metal cart |
| 2 - Quasar VHS | 1 - 44" three-tier metal cart (wider cart) |
| 1 - Eiki LC Color Video Projector LC-330 | 4 - 48" three-tier metal television cart |
| 3 - Panasonic DVD/VHS Player | 1 - Metal Overhead cart |
| 1 - Wooden Storage cabinet with VHS/ DVDs | 1 - JVC Stereo |
| 1 - Sharp 19" Television | 2 - RCA 27"TV |
| 1 - Sony 27" Television | 1 - Assorted VHS tapes Sony VHS |
| 2 - Bell Howell Overhead Projectors | 1 - Tripod |
| 1 - Quasar 28" Television | 1 - Sanyo VHS/ DVD Player |



Canandaigua City School District Board of Education Meeting

Minutes ~ October 17, 2013

Operations Center, 5500 Airport Road

- 1 - Orion Video Cassette Player
- 1 - AV Compu Link DVD Player
- 2 - 5270 AV Cassette Recorder
- 1 - 36" three-tier plastic cart
- 2 - Earthwalk TV 32"
- 1 - Another TV
- 1 - GE TV 19"

4. the below resolution:

SPECIAL PAY PLAN RESOLUTION

WHEREAS, the Canandaigua City School District previously established a pre-tax program known as "the special pay plan," which provided the payment of designated compensation through contributions to a 457(b) plan up to the maximum amount allowed by law with any remaining amounts for a year contributed to a 403(b) plan up to the maximum amount allowed by law until fully paid out, through which the District would contributed to all bonus pay, special pay, and terminal pay;

NOW BE IT HEREBY RESOLVED that The Canandaigua City School District Board immediately establishes a pre-tax program known as a "special pay plan," which provides for the payment of designated compensation through contributions to a deferred compensation plan up designated by the Board of Education as a 403(b) plan to the annual maximum allowed by law with any remaining amounts for a year contributed in subsequent years to the 403(b) plan up to the maximum amount allowed by law until fully paid out, through which the District may contribute bonus pay, special pay, and terminal pay.

5. the request of Mrs. Marcie Ware, Elementary School Principal, for two Academy students to volunteer at the Elementary School during the 2013-2014 school year.

ELEMENTARY SCHOOL VOLUNTEERS

- **Cameron Webb** will be working 1:1 with a 5th grade student 1x per week under the supervision of Lynn Pierce-Morey.
- **Alex Wagner** will assist with our after-school Homework Club 1x per week under the supervision of the Homework Club teacher

6. the request of Mrs. Marcie Ware for Initial Approval of an Elementary School Read book, Wonder, by Palacio. This book was available for Board review. The summary is included as an attachment and is filed in the Supplemental Minutes File.

ELEMENTARY SCHOOL READ ~ INITIAL APPROVAL

7. for community member, **Mrs. Cindy Schwab** to donate a shell collection estimated to be valued at \$500 to Academy Science Teacher, Mr. Phillip Thomas. Mrs. Schwab request the donation be attributed to her sister, Ms. Cheri Stierer.

DONATION

8. the request of Mrs. Karen Salvia-Mottler, Director of Language Arts/Math K-5, for Ms. Diane McWilliams a certified reading teacher to work ten hours per week through the 2013-2014 school year at St. Mary's. Mrs. McWilliams will provide Title 1 services per an independent contract paid through Title 1 funds.

INDEPDEPENDENT CONTRACTOR

9. the request of Mr. Vernon Tenney, Academy Principal, for final approval for the below trip. Initial approval was granted on March 28, 2013. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

FIELD TRIP ~ FINAL APPROVAL

- Senior Trip, November 15-18, 2013, Chicago, Illinois

10. the request of Mr. John LaFave, Primary School Principal, for the below volunteers for the 2013-2014 school year:

PRIMARY SCHOOL VOLUNTEERS

- | | | | |
|----------------|--------|--------------|-------------|
| Christine/Todd | Allen | Tanyon | Allison |
| Kristyn | Barlow | Darleen | Bell |
| Mindy/Steve | Golf | Christine | DiFrancesco |
| Mikaela | Harris | Ron/Vickie | Ingalls |
| Bryan/Wendy | Kierst | Monica/Scott | Little |
| Denise | Lupton | Amy | McCarthy |



Canandaigua City School District Board of Education Meeting

Minutes ~ October 17, 2013

Operations Center, 5500 Airport Road

Mary	Miller	Elizabeth Grace	Weiland
Laura	Ouimette	Gerald	Mrasak
Jennifer/Ronald	Piskorowski	Kathy	Page
Kerry	Schlesselman	Susan	Rockwell
Darlene	Shipman	Erin	Schutz
Kerry	Stocker	Darlene	Shipman
Katrina	Traster	Kerry	Stocker
Kristi	Varga-Davis	Katrina	Traster

- 11. of the following textbook is recommended for use at the Middle School and was available for Board review at Thursday evening's meeting for initial approval. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

**TEXTBOOK
ADOPTIONS ~
INITIAL
APPROVAL**

Textbook: Discovering Our Past a History of the World

Publisher: McGraw-Hill

Course Title: 6th Grade Social Studies

of the following textbook is recommended for use at the Academy and was available for Board review at Thursday evening's meeting for initial approval. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

Textbook: IB Economics Skills and Practice for the IB Diploma

Publisher: Oxford University Press

Course Title: IB Social Studies Economics

- 12. the recommendations of the Committee on Preschool Education, which is filed as an attachment in the Supplemental Minutes File.
- 13. the recommendations of the Committee on Special Education, which is filed as an attachment in the Supplemental Minutes File.

**PRESCHOOL
SPECIAL
EDUCATION

SPECIAL
EDUCATION**

Personnel

1. Non-Instructional Personnel

A. Appointments

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Sandra Botts	Teacher Aide	10/8/2013	\$9.82/hr.
Kelly McIntosh	Substitute School Bus Monitor	10/4/2013	\$7.25/hr.
Tory Shuler	Substitute School Bus Driver	9/25/2013	\$13.63/hr.
Rachael Fagner	Substitute Teacher Aide	10/17/2013	\$7.25/hr.
Rachael Fagner	Substitute School Monitor	10/17/2013	\$7.25/hr.
Emily Daily	Substitute Teacher Aide	10/17/2013	\$7.25/hr.

2. Instructional Personnel

A. Leave of Absence

- (1) of **Erin Hopkins**, a second grade teacher at the Primary School, requesting a pregnancy related disability leave of absence to commence on or about January 26, 2014 and to end on or about March 7, 2014 immediately followed by an unpaid child-rearing leave of absence to end April 7, 2014.

B. Change in FTE

- (1) of **Danielle Zatkowsky**, an Art Teacher at the Academy, an increase from a .675 FTE to a .85 FTE effective September 1, 2013.



Canandaigua City School District Board of Education Meeting

Minutes ~ October 17, 2013

Operations Center, 5500 Airport Road

(2) of **Leslie Tomanovich**, a ESOL Teacher at the Primary School, an increase from a .65 FTE to a .85 FTE effective October 1, 2013.

C. Tenure Appointment

of 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, and is now approved to tenure in the Canandaigua City School District the following staff member:

<u>Name</u>	<u>Area</u>	<u>Effective</u>
Kristina Cahoon	Special Subject Tenure Area – Reading	11/1/2013

End of Consensus Agenda

Board Committee Reports

Audit Committee

Mr. Patrowicz reported on behalf of the Audit Committee which met on October 17. Ms. Donna LaPlant, Assessor for the Town of Farmington, attended the meeting on behalf of a resident who asked if the Canandaigua City School District would consider changes in the rate for senior citizen and disability exemptions. The Committee is collecting data and will be reviewing. The Committee also received reports from Ms. Linda Eames on the extracurricular report for September 2013 and from Mrs. Laurie Dueland, Claims Auditor, reported on the time frame of July to September 2013. Next year the District will begin accepting credit card payments for tax bills. There will be no cost to the District; the payee will pay a fee for this service. The next meeting will be held on November 20.

District Committee Reports

Strategic Planning Committee

Mrs. Pedzich reported on behalf of the Strategic Planning Committee which met on October 15. The Committee was provided a draft copy of the report from The Warner School. They reviewed benchmarking data from several similar and several stretch schools. The Committee broke into groups and reviewed comparative data such as academic, extracurricular, sports, achievements. The groups performed a SWOT analysis; strengths, weaknesses, opportunities and threats. Once the report has been finalized it will be released.

Council for Instructional Excellence (CIE)

Mr. Delforte reported on behalf of CIE which met on October 17. The Committee reviewed the expectations of being a CIE member. Two textbooks were approved and approved; Discovering Our Past A History of the World and IB Economics Skills and Practice for the IB Diploma. The next meeting is scheduled for November 13.

Closing Remarks

The Board reviewed the Staff Appreciation schedule for November 20. The Board was reminded that this is a day to celebrate and thank all employees in the district.

Superintendent Erdle asked for feedback of what the Board would like to have presented at the Special Board Meeting scheduled for October 30. Attendees will include SEI Design Group and Bernie Donegan. The meeting will be held at the Academy in the LGI Conference Room and include a tour of the track and tennis courts. The Board would like a presentation to include: a historical background on past projects, SEI's guidance for putting together a project that will address needs and meet with voter approval, supporting financial information from Mr. Donegan's office, and information on fundraising and naming opportunities. If possible, the Board requests any supporting documentation prior to the meeting.



Canandaigua City School District Board of Education Meeting

Minutes ~ October 17, 2013
Operations Center, 5500 Airport Road

Adjournment

Upon a motion made by Mrs. Pedzich, seconded by Mrs. Raeman, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 9:21 p.m. The next Regular meeting will be on November 7, 2013 at the Operations Center at 6:30 p.m.

APPROVED:
ADJOURNMENT

Respectfully submitted,

Deborah Sundlov
District Clerk

Upcoming Events

- October 18 - Middle School Fun Night
- October 22 - Policy Committee Meeting
- October 30 - Special Board Meeting ~ Academy, LGI
- October 31 - Last Day to Pay School Tax Without Penalty
- November 3 - Daylight Savings Time Ends
- November 5 - Election Day
- November 5 - Frieda O'Hanlon District Written Spelling Contest
- November 5 - Middle School Fall Concert
- November 5 - Kiwanis Club Spaghetti Dinner
- November 7 - **Regular Board Meeting**
- November 8 - K-5 Early Dismissal
- November 8,9,10 - Academy Players Drama
- November 9 - PTSA Shoppers Showcase
- November 11 - Veteran's Day
- November 12 - Parent Night ~ Wellness
- November 13 - Academy Fall Concert II
- November 14 - Middle School Small Ensemble Concert
- November 20 - Audit Committee Meeting
- November 21 - **Regular Board Meeting**
- November 22 - Early Dismissal K-5
- November 27,28,29 - Thanksgiving Holiday - No School