



Canandaigua City School District Board of Education Meeting

Minutes ~ May 9, 2013

Operations Center, 5500 Airport Road

The Regular meeting of the Canandaigua City School District Board of Education was held on Thursday, May 9, 2013 at 6:30 p.m. in the Canandaigua City School District Operations Center, President Grimm presiding.

BOARD MEMBERS PRESENT: Jeanie Grimm, Joe Delforte, Bill Patrowicz, Michelle Pedzich, John Polimeni, Michelle Raeman, Tom Reho, Beth Thomas (*arrived at 6:32 p.m.*)

BOARD MEMBERS ABSENT: Jeannie Kesel (*excused*)

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

ADMINISTRATORS/SUPERVISORS PRESENT: Kevin McNamara, Jim Simmons, Andy Thomas

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Cheryl Birx, Heather Black, Mike Brennan, Deanna Dramer, Tyler Fisher, Carisa Houck, Chrissy Jacobs, Joni Mergenthaler, Heather Pawlak, Lynn Pierce-Morey, Kirsten Oberdorf, Mike Prusinowski, Jamie Simon, Jim Spitz, Jessica Teerlinck, Cindy Vanderlee

Executive Session

Upon a motion made by Mrs. Raeman, seconded Mrs. Pedzich, with all present voting yes, the Board of Education approved calling an Executive Session at 6:30 p.m. for the purposes of discussing seven collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law), and the four employment history of for particular employees and matters leading to the appointment, employment, promotion, demotion or removal of a particular person or employee.

APPROVED:
EXECUTIVE
SESSION

Mr. Spitz left at 7:00 p.m.
Mr. Simmons left at 7:28 p.m.

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 7:28 p.m.

APPROVED:
OPEN SESSION

Meeting Called to Order and 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 and reminded the Board of the self-evaluation and Superintendent evaluation which are due on May 22.

Superintendent's Report

Superintendent Erdle provided several accomplishments:

'Brag About'

We have had eight students being inducted into the National Technical Honor Society at Wayne Finger Lakes BOCES on May 15:

- Corinne Cole – New Vision Medical
- Melanie Ellis – Health Dimensions
- Brandy Gallagher – Education Professions
- Hannah Karpenko – Animal Service
- Deanna Lane – Criminal Justice
- Taylor Northrup – Conservation
- Devan Olschewske – New Vision Medical
- Maria Steele – New Vision Medical

Academic success for every child we serve and the development of good character in all students

Mr. Randy Boylan, Head Groundskeeper, recently received the New York State Administration Association Appreciation Award for outstanding service to Canandaigua Academy athletes.

Senior, Kendall D'Amore was one of two winners, receiving a scholarship check, of the Chapter 5 essay contest "What high school athletics does for me" competition.

Public Comments

There were no public comments.

Student Representative ~ Tyler Fisher

Mr. Tyler Fisher reported that this week was the beginning of Advanced Placement and International Baccalaureate and IB tests. Students have felt they were prepared for the various tests, which is a true testament to our teachers as well as our students. Approximately 20 Academy students visited the Middle School for a question and answer session. Student Government will be hosting their annual chicken barbeque at both the Elementary School and Cheshire Fire Hall. Next week the boys lacrosse team will be playing for the league title at Irondequoit.

Approval of Minutes

Upon a motion made by Mrs. Pedzich, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved the meeting minutes of the Special Board Meeting of April 24, 2013 and the Regular Board Meeting of April 11, 2013.

APPROVED:
MEETING
MINUTES

Educational Presentation

Day in the Life of a School Social Worker

Dr. Julie Winston, Assistant Superintendent for Instruction, introduced five District social workers, Ms. Deanna Dramer, Ms. Lynn Pierce-More, Ms. Carissa Houck, Ms. Joni Mergenthaler and Ms. Cindy Vanderlee. Each talked about their important role in our school buildings, working with our students and staff. The presentation provided details relating to the day-to-day activities, from IEP counseling to support to our families in need.

Canandaigua Academic Career Center Update

Ms. Heather Pawlak, Counselor and Dean of Students, Canandaigua Academic and Career Center (CACC), presented an update on the alternative education program at CACC. There are currently 37 students, grade 7-12 enrolled at CACC. Mr. Mike Brennan, CACC Teacher, provided an overview of the work experience program that is part of the program at CACC. Finally, the Board was treated to a comments from Kirsten Oberdorf, student, who conveyed to the Board what being enrolled in this program has meant and provided for her.

Many left at 8:50 p.m.

Consensus Agenda

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

APPROVED
CONSENSUS
AND
SUPPLEMENTALS

Business and District Matters

1. the Treasurer's Report for the period of March 1, 2013 – March 31, 2013. 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, 2012 - March 31, 2013. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

TREASURER'S
REPORT

BUDGET STATUS
REPORT

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3. the Revenue Status Report, which is a summary, for the period of July 1, 2012 - March 31, 2013. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **REVENUE STATUS REPORT**
4. the request of Mr. John LaFave, Primary School Principal, for Linda Jeanne Najar to volunteer in the Primary School for the 2012-2013 school year. **VOLUNTEER**
5. the request of Mr. John Arthur, Interim Middle School Principal, for Kris Kancler, **Rock Star, Super Star** Project to speak to the eighth grade class on grit in pursuing a dream, specifically in publishing works. The cost of \$1,100 is funded through grants from Thompson Health and Wegmans. **GUEST SPEAKER**
6. the request of Mr. Vernon Tenney, Academy Principal, to accept a donation from the Class of 1951 of the following books to the Academy Library: **BOOK DONATIONS**
- In memory of **Bernard Knopf**:
Sustainable Market Farming: Intensive Vegetable Production on a Few Acres by Pam Dawling
- In memory of **Dorothy Meenan Rizzo**:
The Encyclopedia of Dog Breeds by D. Caroline Coile
- In memory of **Irene Bowman**:
Do Over Dogs: Give Your Dog A Second Chance For A First Class Life by Pat Miller
The Complete Cat's Meow: Everything You Need To Know About Caring For Your Cat by Darlene Arden
- In memory of **Robert Van Epps**:
Folks, This Ain't Normal: A Farmer's Advice For Happier Hens, Healthier People, and a Better World by Joel Salatin
I Beat The Odds: From Homelessness, to the Blind Side, and Beyond by Michael Oher
- In memory of **Fred Mason**:
First In, Last Out: Leadership Lessons From The New York Fire Department by John Salka et al
Firefighters: Their Lives In Their Own Words by Dennis Smith
- In memory of **Arlene Clifford**:
Rick Steves' Europe 101: History and Art for the Traveler by Rick Steves and Gene Openshaw
The Rough Guide First-Time Europe 8 by Doug Lansky
7. the requests of Mr. Vernon Tenney and Mr. Kevin McNamara, Director of Technology, for the following items to be deemed surplus and to be auctioned at the next auction: **SURPLUS ITEMS**
- Magnavox TV w/DVD
 - Film projector
 - Panasonic electronic tuner/timer
 - Archer special effects switcher
 - Archer video processor
 - Kodak film splicer
 - Panasonic CD player deck
 - Realistic cassette deck
 - Realistic dubbing tape deck
 - Box of misc. cords
 - Sony video lab photo adaptor
 - Box of Kodak slide carousels



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- 8. the request of Dr. Mark Lavner, Assistant Superintendent for Personnel & Support Services, to sell at a public auction surplus bus 21. This bus is a 12-year old full-size bus with 143,000 miles. Due to significant body deterioration, it will not pass state inspection without costly repairs. **SURPLUS EQUIPMENT**

- 9. the request of Mr. Vernon Tenney for a new Canandaigua Rotary Scholarship in the amount of \$1,000. This scholarship will be presented to a Canandaigua Academic and Career student who is attending another form of higher education. This will be issued annually. If there are no qualified graduates, it will be forfeited for that year. The final year of this scholarship will be 2017. **NEW SCHOLARSHIP**

- 10. the request of Mr. Vernon Tenney to accept a donation from Rotary for the Special Projects Funds at the Canandaigua Academic and Career Center in the amount of \$500 for the 2012-2013 school year and \$2,000 for every school year thereafter. **DONATION**

- 11. the request of Mr. Jim Simmons, Athletic Director, for the following to work as volunteers in the interscholastic athletic program. Each volunteer is completing necessary NYS licensing paperwork, including NYS fingerprinting clearance and up-to-date CPR/AET and First Aid certification:

<u>Baseball</u>	<u>Lacrosse</u>	<u>Softball</u>	<u>Track and Field</u>
Geoffrey Hanford	Rich Wellington	Pete Principato	Jack Coons
David Maine	Jason Dingman	Roger Gardner	Mark Sutter
Steve Ryan	Rebecca Birx	Ray Kemler	
Jordan Buck		Jeffrey Principio	
		Randy Cook	

ATHLETIC PROGRAM VOLUNTEERS

- 12. the request of Mr. Vernon Tenney for the below student teachers/field placements: **STUDENT TEACHERS / FIELD PLACEMENTS**
 - **Ann Kelly**, SUNY Geneseo, with Robin Hulme & Laure Blazey, September 4, 2013 - October 18, 2013
 - **Justin Rister**, Nazareth College, with Jay Blaufuss, October 21, 2013 - November 30, 2013
 - **Michael Black**, Nazareth College, with Colleen Gioseffi, September 3, 2013 - October 11, 2013
 - **Mary Losito**, Nazareth College, with Teresa Donnan, September 3, 2013 - October 11, 2013
 - **Chatham Anastasi**, Hobart/Wm Smith, with Debbie Sutherland, September 2, 2013 - December 6, 2013
 - **Kelly Johnson**, U of R Warner, with Paula Davis, 2013-2014

the request of Mr. Ralph Undercoffler, Interim Elementary School Principal, for the below student teachers/field placements:

 - **Mareasa Garver**, SUNY Geneseo, with Amanda Harris, September 4, 2013 - October 18, 2013
 - **Emily Pettengill**, SUNY Cortland, with Pat O'Hara, September 3, 2013 - October 18, 2013
 - **Marybeth Diego**, Nazareth College, with Darlene Daley, October 21, 2013 - November 30, 2013
 - **Gina Bessing**, Nazareth College, with Karen Samatulski, September 3, 2013 - October 11, 2013

the request of Mr. John LaFave is for the below student teachers/field placements:

 - **Jordan Hayes**, SUNY Geneseo, with Julie Marie Smith, September 4, 2013 - October 18, 2013
 - **Megan Christopher**, Nazareth College, With Karrie Hart, September 3, 2013 - October 11, 2013
 - **Alexandra Riccio**, Nazareth College, Michael McCarthy, September 3, 2013 - October 11, 2013

- **Peter Budmen**, Hobart/Wm Smith, with Michael Rause, September 2, 2013 - December 6, 2013
- **Mckenzie Stahler**, Hobart/Wm Smith, with Jessica Wood, September 2, 2013 - December 6, 2013
- **Jennifer Allen**, Brockport/Nazareth, with Deana Dramer, September 2013 - May 2014

13. Mr. John Arthur, Interim Middle School Principal, is requesting approval for the below chaperones for the 8th Grade Washington D.C. trip:

**FIELD TRIP
CHAPERONES**

Parents				Staff			
Laura	Abplanalp	John	Allison	Mike	Mahar	Andrea	Best
Kim	Anderson	Wade	Peck	Kevin	Wall	Nicole	Santillo
Ken	Giroux	Roberta	Bittel	Bonnie	Passero	Nickie	Steger
Joseph	Schojan	Michele	Albrecht	Laure	Blazey	Patrick	Case
Randy	Smith	Jackie	Walsh	Kris	VanDuyne	Jill	Cross
Ann	Buck	Leah	Welch	Julie	Leahey	Maria	Green
Keith	Green	Michael	Reese				

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

**SPECIAL
EDUCATION**

15. the recommendations of the Committee on Special Education. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

**COMMITTEE ON
SPECIAL
EDUCATION**

Personnel

1. Non-Instructional Personnel

A. Resignations

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Craig Carr	Groundskeeper	Resignation	4/25/2013

B. Appointments

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Lori McMillen	Substitute School Monitor	4/12/2013	\$7.25/hr.
Harry Parks	School Monitor	4/26/2013	\$7.25/hr.
Calla Mellor	Substitute School Monitor	5/7/2013	\$7.25/hr.

2. Instructional Personnel

A. Leave of Absence

- (1) of Julie Lawrence, a Special Education teacher at the Primary School, requesting an unpaid child-rearing leave of absence to commence May 15, 2013 and to end June 30, 2013.

B. Resignation

- (1) of Scott Chappell from his contract substitute teacher position at the Academy, effective May 2, 2013.

C. Resignation for the Purpose of Retirement

- (1) from the following individual. On behalf of the District, sincere best wishes for a happy and healthy retirement are offered. Thank you for the many years of service to the youth of the Canandaigua City School District.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service</u>
Mary Ann Benham	Teaching Assistant	6/30/2013	19 years

D. Leave of Absence

- (1) of Kimberly Moravec, a Special Education Teacher at the Primary School, for an unpaid child rearing leave of absence to commence on September 1, 2013 and to end December 2, 2013.
- (2) of Julie Lawrence, a Special Education Teacher at the Primary School, for an unpaid child rearing leave of absence to commence on May 15, 2013 and to end June 30, 2013.

E. Appointments**(1) 2012-2013 Mentor**

the following individual to be a Mentor for the 2012-2013 school year at a rate of pay in accordance with contract:

Beth Dombrowski

(2) 2012-2013 Co-Curricular Appointment

the following individuals for an additional 0.5 FTE co-curricular appointment for the 2012-2013 School Year at a rate of pay in accordance with contract.

<u>Position</u>	<u>Name</u>
Robotics	Steven Schlegel
Robotics	Scott Chappell

(3) Substitute Teachers

the following individuals as Certified Substitute Teachers conditional upon criminal history clearance from the New York State Education Department where appropriate:

Lisa Sansone, Cynthia Robbins, MaryKay D'Angelo, Savage, Michelle Lynn Ingerick, Korrin Reynolds

End of Consensus Agenda***Board Committee Reports*****Audit Committee**

Mr. Reho reported on behalf of the Audit Committee which met on May 8. The Committee had their quarterly review of the Educational Enrichment Fund (EEF). Just under \$6,000 will be rolled over for next year. Mr. Tom Zuber, District External Auditor, was present for a pre-audit discussion. The reserve balances were reviewed.

The Board furthered their discussion from the April 25 Board meeting on the creation of two new reserves; Insurance Reserve Fund and Workers Compensation Reserve Fund. There was some concern that the creation of any new reserve might not be perceived as good stewardship of public funds. It was emphasized that the creation of a reserve does not require funding of that reserve. By creating these new reserves, we would be showing that we are good stewards of public funds. Funding the Insurance Reserve Fund would allow the District to increase their deductible on their insurance coverage, thereby allowing us to qualify for a lower premium. Funds would be in the Reserve Fund for use in the event of a loss.

Creation of Workers Compensation Reserve Fund

On behalf of the Audit Committee with no second required, Mr. Reho moved that the Board vote to create a Workers Compensation Reserve Fund. Mr. Delforte, Mrs. Grimm, Mr. Patrowicz, Mrs. Pedzich, Mr. Reho, Mrs. Raeman all voted to create a Workers Compensation Reserve Fund, Mr. Polimeni voted no.

**APPROVED:
CREATION OF
WORKERS
COMPENSATION
RESERVE FUND**

Creation of Insurance Reserve Fund

On behalf of the Audit Committee with no second required, Mr. Reho moved that the Board vote to create an Insurance Reserve Fund. Mr. Delforte, Mrs. Grimm, Mr. Patrowicz, Mrs. Pedzich, Mr. Reho, Mrs. Raeman all voted to create an Insurance Reserve Fund, Mr. Polimeni voted no.

**APPROVED:
CREATION OF
INSURANCE
RESERVE FUND**

Mr. Reho then asked if there was any further discussion on the Five Year Financial Projection Assumptions that was provided to the Board on April 25 and again at this meeting. This document is considered to be a fluid document and will be updated throughout the year. The next Audit Committee meeting is scheduled for June 19, 2013.

Policy Committee

Mrs. Thomas reported on behalf of the Audit Committee which met on April 29. There were no questions on the below policies which were submitted for a First Reading.

- First Reading ~ #7110 Comprehensive Student Attendance
- First Reading ~ #7230 Graduation Requirements
- First Reading ~ #7316 Hazing
- First Reading ~ #7320 Student Discipline
- First Reading ~ #7330 Alcohol, Tobacco, Drugs and Other Substances (Students)
- First Reading ~ #7341 Lockers
- First Reading ~ #7360 Corporal Punishment
- First Reading ~ #8140 Homework

The below policies were reviewed and Non Substantive changes were made:

- Non Substantive ~ #7114 Excuses
- Non Substantive ~ #7241 Communications with Parents-Legal Guardians
- Non Substantive ~ #7310 Student Behavior

The next Policy Committee meeting is scheduled for June 3 2013.

District Committee Reports

Council for Instructional Excellence (CIE)

Mrs. Pedzich reported on behalf of CIE which met on May 8. The Committee reviewed the Leadership/PIG course that will be changed to a Gemini course through Finger Lakes Community College. The change is a new textbook. This will be before the Board of Education for approval at an upcoming meeting. The 3-12 Research Committee reported on their findings regarding Information Fluency Continuum and requested approval for staff to attend summer training at Wayne Finger Lakes BOCES, which was granted. A Grant for Excellence was provided for custom Read posters to be placed throughout the District. The next meeting is scheduled for May 22, 2013.

Adjournment

Upon a motion made by Mr. Reho, seconded by Mrs. Pedzich, 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 May 23, 2013 at the Operations Center at 6:30 p.m.

**APPROVED:
ADJOURNMENT**

Respectfully submitted,

Deborah Sundlov
District Clerk



Upcoming Events

- May 12 - Mother's Day
- May 13 - Public Budget Presentation
- May 15 - Middle School 5th Grade Parents Night
- May 18 - Junior Prom
- May 19 - National Honor Society Induction
- May 21 - School Budget & Election Vote
- May 21 - Academy Arts Festival
- May 21 - Academy Fashion Show
- May 22 - Elementary School Spring Concert
- May 23 - Middle School Spring Concert
- May 23 - **Regular Board Meeting**
- May 27 - Memorial Day
- May 28 - Middle School Art Show
- May 29 - Academy Spring Concert I
- May 30 - Middle School Spring Concert
- June 4 - Academy Spring Concert II
- June 5 - Elementary School Spring Concert
- June 6 - Middle School Spring Concert
- June 6 - **Regular Board Meeting**
- June 7 - Middle School Concert for Veterans
- June 7 - Academy Pop Night @ the Bistro