



Canandaigua City School District Board of Education Meeting

Minutes ~ April 25, 2013

Operations Center, 5500 Airport Road

The Regular meeting of the Canandaigua City School District Board of Education was held on Thursday, April 25, 2013 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 (*left at 7:32 p.m.*), Bill Patrowicz, Michelle Pedzich, John Polimeni, Michelle Raeman, Tom Reho, Beth Thomas

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

ADMINISTRATORS/SUPERVISORS PRESENT: John Arthur, Ann Ceddia, Peter Jensen, Eric Jordan, John LaFave, Katie McFarland, Mike McClain, Brian Nolan, Deb Proffitt, Val Schubmehl, Jim Simmons, Vern Tenney, Andy Thomas, Ralph Undercoffler,

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Cheryl Birx, Gretchen Fisher, Terry Fisher, Tyler Fisher, Kate Hill (*arrived at 6:53 p.m.*), Christine McClain, Stan Proffitt, Mike Sisson,

Meeting Called to Order and Pledge of Allegiance to the Flag

Mrs. Grimm reconvened the meeting at 6:30 p.m. and asked everyone to stand for the Pledge of Allegiance.

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 6:30 p.m. for the purposes of discussing seven collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law), and the 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 7:32 p.m.

APPROVED:
OPEN SESSION

President's Comments

Mrs. Grimm welcomed all in attendance. She began by stating that on April 18, Kate Hill, attorney with Harris Beach and our school attorney, was recognized by *The Daily Record*, a Rochester legal publication, as "an up and coming attorney." She noted Ms. Hill is an outstanding attorney and person; we consider ourselves truly lucky to have her to provide top notch legal counsel. Ms. Hill was presented with a bouquet of flowers to congratulate her and as a token of appreciation.

Public Comments

There were no public comments.

Superintendent's Report

Mr. Jim Simmons, Athletic Director, announced the Spring 2013 Scholar Athlete Teams and their averages:

Girls Track and Field – 96.27
Girls Lacrosse – 95.06
Boys Track and Field – 94.88
Boys Tennis – 94.19
Softball – 92.99
Boys Lacrosse – 91.07
Baseball – 90.11

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



Canandaigua City School District Board of Education Meeting

Minutes ~ April 25, 2013

Operations Center, 5500 Airport Road

Superintendent Erdle noted that it is difficult to accept a letter of resignation for any reason from someone who is a true professional, and even more difficult to say good bye when that person has been a true friend. Mrs. Deb Proffitt, Director of Special Programs, submitted her letter of resignation for the purposes of retirement, effective the end of the 2012-2013 school year. Mrs. Erdle continued to state that during Mrs. Proffitt's tenure(s) here many things have changed, but some stayed the same. Her commitment to our District, her integrity and her work ethic are unmatched.

Resignation for Purposes of Retirement

Upon a motion made by Mr. Polimeni, seconded by Mr. Reho, with all present voting yes, the Board of Education approved the resignation for the purposes of retirement of Mrs. Deb Proffitt, Director of Special Programs, effective June 30, 2013.

APPROVED:
RESIGNATION
FOR PURPOSE
OF RETIREMENT

Mrs. Proffitt was presented a bouquet of flowers and well wishes from all. Mrs. Proffitt then said a few words to the Board and audience about what a wonderful experience and career she has had at Canandaigua.

President's Comments Continued

Mrs. Grimm noted that the Board is celebrating wonderful news of Tyler Fisher, Board Student Representative. Tyler was accepted to George Mason University. Mrs. Grimm went on to say in part "George Mason was a self-educated man, a man passionate about the democratic process and, as one of the founding fathers of our country, a leader, just like Tyler. Throughout this school year, Tyler has been more than the student representative to our Board of Education – he has been the student member of the Board. Tyler's compassion and drive, his work ethic and sense of humor, have made him an invaluable member of our team. He has done a phenomenal job, and we are really looking forward to hearing about all of his accomplishments to come."

Student Representative ~ Tyler Fisher

Student Representative, Tyler Fisher began by stating he has enjoyed his time on the Board. The beginning of April, students began applying for local scholarships which will be handed out at graduation. They range from \$500 to \$2,000, all from the community. Guest composer, Z. Randall Stroope was in the District and hosted a concert on April 24 with our chorus groups. CA's Got Talent raised money for the Children's Miracle Network. And finally, only 30 more school days left.

Many left at 7:47 p.m.

Fire Inspection Report

Mr. Michael McClain, Director of Buildings and Grounds, presented the Board with an overview of the Fire inspection that was conducted on March 26, 2013. Only a few minor issues were detected, and they have been corrected.

Mrs. Raeman arrived at 7:58 p.m. during the Middle School Presentation

School of Character ~ Middle School

Mr. Patrick Case, Middle School Assistant Principal, presented to the Board an update on the National School of Character. An application was submitted and presentations were given in Buffalo, Albany and Washington, D.C. with feedback at each presentation. The final application was submitted in December 2012 with Canandaigua being selected as an Emerging School of Character. Several of the strengths that were pointed out were the core values that are very visible in the school and are communicated in a variety of ways, and the Be A BRAVE program. An award ceremony was held in Albany on April 10, with Canandaigua City School District being one of six schools honored. The plaque hangs proudly in the Middle School.

Mr. Brian Nolan, Middle School Principal, announced that The Middle School earned a positive in all areas of Adequate Yearly Progress (AYP) for the 2011-2013 school year.

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



Canandaigua City School District Board of Education Meeting

Minutes ~ April 25, 2013

Operations Center, 5500 Airport Road

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 Regular Board Meeting of April 11, 2013 and the Special Board Meeting on April 15, 2013.

APPROVED:
MEETING
MINUTES

Approval of March Warrants

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

APPROVED:
MARCH
WARRANTS

- General Fund
 - # 3 Checks 005355 to 005562
- General Fund includes one (1) electronic transfer credit card payments
- Federal Fund
 - # 3 Checks 000264 to 000272
- Cafeteria Fund
 - # 3 Checks 000436 to 00451
- Capital Fund
 - # 3 Checks 000296 to 000300

Elementary School Principal

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

APPROVED
ELEMENTARY
SCHOOL
PRINCIPAL

A. Appointment

- (1) **Marcie Ware** received her Bachelor's degree in English from the University of Connecticut and her Master's degree in Teaching from Sacred Heart University. Ms. Ware has been working as a building principal at another school district for the past two years. She will be appointed to a 3-year probationary position as Elementary School Principal with a tenure area of Principal effective July 1, 2013. This position is available as a result of a resignation.

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Salary</u>
Marcie Ware	Childhood Education 1-6, Professional School Administrator/Supervisor, Permanent	7/1/2013	Per Contract

:
Mrs. Grimm took a few minutes to thank Mr. Ralph Undercoffler, Interim Elementary School Principal, for being with us this school year.

Consensus Agenda

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

APPROVED
CONSENSUS

Business and District Matters

- 1. the request of Mr. Vernon Tenney, Academy Principal, for a new club at the Academy. The **Woodcraft Club** will make, create and build items such as rustic furniture, small wood projects, sign tracking, cordage making and utility plant identification. The unpaid advisor will be DJ Kitzel.

NEW CLUB



Canandaigua City School District Board of Education Meeting

Minutes ~ April 25, 2013

Operations Center, 5500 Airport Road

2. the request of Mr. Vernon Tenney is for the below scholarships:
- **Class of 1973 Scholarship**, a one-time scholarship, in the amount of \$500. The student must have a minimum grade point average of 80%, spent all four years of high school at Canandaigua Academy and must be accepted to college, trade school or US Armed Forces.
 - **American Legion Trade School Scholarship**, in the amount of two \$500 or two \$1,000 scholarship (amount to be determined after May 1). The student must be attending a trade school, vocational school or be enrolled in a vocational-based program at a two-year school.
- NEW SCHOLARSHIPS**
3. the request of Mr. John Arthur, Interim Middle School Principal, for final approval of the below trip:
- **8th Grade Washington, D.C.** field trip on May 16, 17 and 18, 2013. Initial approval was granted on August 30, 2013. Additional information is included as an attachment and will be filed in the Supplemental Minutes File.
- the request of Mr. Vernon Tenney for final approval of the below trips:
- **Outdoor Canoe Club** on May 24-27, 2013 to the Adirondacks, New York. Initial approval was granted on November 8, 2012. Additional information is included as an attachment and will be filed in the Supplemental Minutes File.
 - **NASC Lead Conference** on June 19-25, 2013, Las Vegas, Nevada. Initial approval was granted on March 28, 2013. Additional information is included as an attachment and will be filed in the Supplemental Minutes File.
- FIELD TRIPS ~ FINAL APPROVAL**
4. an amendment to the school calendar for 2012-2013 to a half-day for student attendance on June 20, 2013 and a half-day for teachers on June 21, 2013.
- AMENDMENT TO SCHOOL CALENDAR**
5. an agreement with Ferrara, Fiorenza, Larrison, Barrett & Reitz, P.C. to perform legal services in connection with PILOT Increment Financing. Additional information is included as an attachment and is filed in the Supplemental Minutes File.
- AGREEMENT**
6. the request of Mr. John LaFave, Primary School Principal, to accept a donation from the **American Heart Association** water bottles for the each student in the Primary School in appreciation for the money raised during the Jump Rope for Heart event. The value of the water bottles is \$4,350.
- DONATION**
7. the recommendations of the Committee on Special Education, which is filed as an attachment in the Supplemental Minutes File.
- SPECIAL EDUCATION**
8. 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. Leave of Absence

of Melanie Nwaobia, a teacher aide at the Primary School, for an unpaid, personal leave of absence to commence on April 30, 2013 and end June 30, 2013.



Canandaigua City School District Board of Education Meeting

Minutes ~ April 25, 2013

Operations Center, 5500 Airport Road

2. Instructional Personnel

A. Leave of Absence

of Kelly Elliot, a Math Teacher at the Academy, for an unpaid child-rearing leave of absence for the 2013-2014 school year.

B. Substitute Teacher

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

Brittany Chapman

Mary Uebbing

End of Consensus Agenda

BOCES Vote

Mrs. Grimm read the results of the 2013-2014 BOCES Administrative Budget and Board Member Election vote.

All 25 component districts voted and all approved the budget. There were five candidates and three open seats for Board Member. Mr. Joseph McNamara, Mrs. Terrie Meyn and Mr. Philip Rose were elected and their term of office will be July 1, 2013 – June 30, 2016.

Board Committee Reports

Audit Committee

Mr. Tom Reho reported on behalf of the Audit Committee which met on April 17, 2013. The Committee received a quarterly report from Mrs. Laurie Dueland, Claims Auditor, with a good report. She has begun auditing the Extra Class accounts. A report from the Educational Enrichment Fund (EEF) Committee showed that awards were presented to The Legolnators, Rochester Teen Book Festival and Technology & Engineering Department. There is approximately \$1,400 from the 2013-2014 award allocation that can now be used to support awards for the 2014-2015 school year. The committee discussed assumptions to be used in the five year financial projection development. This information was also supplied to the Board in their packet. The committee also received updates on Reserves, Fund Balance and Tax Certiorari. The next meeting is scheduled for May 8, 2013.

District Committee Reports

District Safety, Health & Security Committee

Mr. John Polimeni reported on behalf of the Safety, Health and Security Committee which met on April 25. The main discussion of the meeting was the safety, security issue of locking doors during a lock down without teachers entering the hall to lock the door. Committee members are discussing with other Districts

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 8:27 p.m. The next Regular meeting will be on May 9, 2013 at the Operations Center at 6:30 p.m.

APPROVED:
ADJOURNMENT

Respectfully submitted,

Deborah Sundlov
District Clerk



Canandaigua City School District Board of Education Meeting

Minutes ~ April 25, 2013

Operations Center, 5500 Airport Road

Upcoming Events

- May 1 - Last Day to Submit Petitions
- May 3 - Academy Jazz - Night Club Night
- May 8 - Audit Committee Meeting
- May 9 - **Regular Board Meeting**
- 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