



## Canandaigua City School District Board of Education Meeting

Minutes ~ June 6, 2013

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, June 6, 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, Bill Patrowicz, Michelle Pedzich, John Polimeni, Tom Reho, Beth Thomas

BOARD MEMBERS ABSENT: Michelle Raeman (*excused*)

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

ADMINISTRATORS/SUPERVISORS PRESENT: John Arthur, Patrick Case, John LaFave, Eric Jordan, Kevin McNamara, Katie McFarland, Karen Salvia-Mottler, Brian Nolan, Jim Simmons, Anne Ceddia

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Cheryl Birx, Jennifer Brownell, Cary Burke, Ellie Fralick, Colleen Jorolemon, Jim Kennedy, Bill Mehls, Pat Mehls, Danielle Owdienko, Mike Prusinowski, Mike Sisson, Kristen Tenuity, other faculty and staff

### ***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 discussing the employment history of six particular employees and matters leading to the appointment, employment, promotion, demotion or removal of a particular person or employee.

**APPROVED:**  
**EXECUTIVE**  
**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 thanked all in attendance for being at the evening's meeting and passed around the Canandaigua Academic and Career Center graduation booklet.

### ***Superintendent's Report***

Superintendent Erdle asked Mr. Jim Simmons, Athletic Director, to share an athletic highlight. Mr. Simmons reported that seven student athletes will compete at the New York State Track Championship in June 6-8 in Middletown. Those students are: Samantha Carro, Jessica Colmerauer, Julia Gleason, Sam Harding, Christine Lyttle, Kellee Washburn and Sarah Jane Wied.

Superintendent Erdle reported that in 2008 the District entered into an agreement with the city for the use of Northeast Park whereby the District has the ability to use until 6:00 p.m. each day and then the city was able to schedule events there. The agreement was for five years, ending in August of 2013. The terms allow the contract to be renewed four times, five years each. Recently the city has contacted us stating they are interested in giving sole control to the District. An updated agreement is being drawn up and will come to the board for a vote at a later date.

Dr. Mark Lavner, Assistant Superintendent for Personnel and Support Services, reported that three student photography companies have recently been interviewed. A decision was made to maintain Stegall's as the District's picture company. Stegall's, although nationally owned, has agreed to lower their price of packages offered to families and will look into the quality of those photos. It was asked to also have them look into the various packages that are offered.



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Dr. Julie Winston, Assistant Superintendent for Instruction, handed out a schedule of Board presentations for the 2013-2014 school year. This list included requested presentations from the Board; three budget forum days of March 6, 2014 for ideas relating to expenses, March 20, 2014 for ideas relating to increasing revenue and April 3 for putting the suggestions together and comments on the budget proposal; four Parent Nights; October, November, January and April and a Business Community Breakfast to re-establish a Character Education Partnership on September 18, 2013.

Superintendent Erdle commented that one item that is essential in her position is to have a positive working relationship with District union leaders, especially that of the largest union, Mrs. Cheryl Birx, CTA President. While they may not always agree on everything they both knew that together they could find a solution. As Administrators and a Board, all are thankful for and appreciative of Cheryl's understanding, practical and sensible approach, dedication to her profession and her love for Canandaigua. Whether it was negotiations, concessions, personnel, dress down days or planning APPR it was always done with the highest level of professionalism. We will miss Mrs. Birx's leadership on CTA. Mrs. Birx was presented with flowers and a standing ovation. Mrs. Birx thanked everyone and said she would not have been able to do what she has without the support of everyone and Mr. Mike Prusinowski, who has been by her side on everything.

### **Teachers' Association**

Mrs. Thomas said a few words stating the District is blessed with the most talented people in their profession,

Upon a motion made by Mrs. Thomas, seconded by Mrs. Kesel, with all present voting yes, the Board of Education approved the negotiated agreement between the Superintendent of Schools of the Canandaigua City School District and the Canandaigua City School District Teachers' Association for the 2013-2014, 2014-2015 and 2015-2016 school years and authorization for the Superintendent to sign the contract for the District.

**APPROVED:**  
**TEACHERS'**  
**ASSOCIATION**  
**AGREEMENT**

Mrs. Birx thanked the everyone for their continued support over the last 14 years.

### **Administrative Team**

Mrs. Pedzich said a few words about the Administrative team and the time, patience, kindness, sense of humor, ability to do more with less, positive, professionalism, leadership and heart.

Upon a motion made by Mrs. Pedzich, seconded by Mrs. Kesel, with all present voting yes, the Board of Education approved the negotiated agreement between the Superintendent of Schools of the Canandaigua City School District and the Canandaigua City School District Administrative Team for the 2013-2014, 2014-2015, 2015-2016 and 2016-2017 school years and authorization for the Superintendent to sign the contract for the District.

**APPROVED:**  
**ADMINISTRATIVE**  
**TEAM**  
**AGREEMENT**

Mrs. Grimm asked to applaud the Administrators and Teachers of the District

Mr. McNamara, President of the Administrative Association, thanked Superintendent Erdle and the Board for the support they have shown over the years.

Mrs. Grimm commented that she has never been more proud than she has been in the last ten months. She and the Board are grateful for each and every person in the District.

***The group took a break from 7:55 p.m. to 8:02 p.m. for goodies  
Those not involved in the rest of the meeting left at 8:02 p.m.***

### **Public Comments**

Mr. Jim Kennedy, 3581 Swamp Road, Canandaigua complimented the Board on their outstanding leadership to community. He then asked what the Board is doing to increase student enrollment in the district.

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



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**Approval of Minutes**

Upon a motion made by Mr. Polimeni, seconded by Mr. Reho, with all present voting yes, the Board of Education approved the meeting minutes of the Regular Board Meeting of May 23, 2013.

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

**Educational Presentation**

**With Youth, For Youth**

Dr. Julie Winston introduced Ms. Jennifer Brownell, Executive Director for the Partnership for Ontario County, Inc. who along with Ms. Ellie Fralick and a Academy Student Kristen Tennity presented an overview of With Youth, For Youth and the six action steps that have been completed in the Ontario County Youth Action Plan. They have partnered with youth, giving them a voice and opportunity for decision-making, created active communities with a wide range of activities, provided safe environments, provided work experiences to encourage their success, developed positive relations with youth that build bright futures and given them opportunities to make a difference in our community by volunteering.

**SEQR Resolution**

Dr. Mark Lavner stated this SEQR Resolution is for completing the heat conversion process at the Academy, the Capital Outlay Project for the 2013-2014 school year that.

Upon a motion made by Mr. Delforte, seconded by Mr. Reho, with all Board members present agreeing to vote on the SEQR Resolution.

**APPROVED:**  
**SEQR**  
**RESOLUTION**

Type II Actions are items that have been determined not to have a significant impact on the environment or are otherwise precluded from environmental review under Environmental Conservation Law, article 8. The actions identified in subdivision (c) of the SEQR regulations apply to all agencies.

Under Section 617.5 C, the following actions are not subject to review under this part:

1. Maintenance or repair involving no substantial character in the existing structure or facility.
2. Replacement, rehabilitation or reconstruction of a structure or facility, in kind, on this same site.

This resolution shall take effect immediately.

The motion having been duly seconded, it was adopted and the following votes were cast:

Joseph Delforte, Jr.	Voting Yes
Jeannie Kesel	Voting Yes
Bill Patrowicz	Voting Yes
Michelle Pedzich	Voting Yes
John Polimeni	Voting Yes
Michelle Raeman	Absent
Tom Reho	Voting Yes
Beth Thomas	Voting Yes
Jeanie Grimm	Voting Yes

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**Consensus Agenda**

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

**APPROVED**  
**CONSENSUS**  
**AND**  
**SUPPLEMENTAL**  
**AGENDAS**



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**Business and District Matters**

- 1. the Treasurer’s Report for the period of April 1, 2013 – April 30, 2013. 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 July 1, 2012 - April 30, 2013. 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 July 1, 2012 - April 30, 2013. Additional information is included as an attachment and is filed in the Supplemental Minutes File. **REVENUE STATUS REPORT**
- 4. the following textbook is recommended for use at the Academy and were available for Board review at the meeting for initial approval. **TEXTBOOK ADOPTION ~ INITIAL APPROVAL**

<u>Textbook</u>	<u>Publisher</u>	<u>Course Title</u>
<u>Joining the Conversation:</u>	Worth Publishers	English 101/103
<u>Writing in College and Beyond,</u>	Mike Palmquist	
- 5. approval of the Independent Contractor Agreement for Title I purposes between the Canandaigua City School District and Jean M. Mercandetti. **AGREEMENT ~ TITLE I**

the following textbook is recommended for use at the Academy and were available for Board review at the meeting. Initial approval was granted at the May 23, 2013 Board of Education meeting.

Textbook: Leadership: Research Findings, Practice, and Skills  
Publisher: South-Western Cengage Learning  
Course Title: Leadership (FLCC Gemini course)

**TEXTBOOK ADOPTION ~ FINAL APPROVAL**
- 6. the book listed below for addition to the Canon of Literature at the Academy and was available for Board review at the meeting. Initial approval was granted at the May 23, 2013 Board of Education meeting. **CANON OF LITERATURE ~ FINAL APPROVAL**

They Say I Say: The Moves that Matter in Academic Writing by Gerald Graff & Cathy Birkenstein to be added to the English 101/103 Canon of Literature
- 7. the request of Mr. Vernon Tenney, Academy Principal, for Emily Zielinski to be approved to assist with proctoring and rating LOTE SLO and Assessments in June. **ASSESSMENT PROCTOR**
- 8. the recommendations of the Committee on Preschool Education, which is filed as an attachment in the Supplemental Minutes File. **PRESCHOOL SPECIAL EDUCATION**
- 9. the recommendations of the Committee on Special Education, which is filed as an attachment in the Supplemental Minutes File. **SPECIAL EDUCATION**

**Personnel**

1. Non-Instructional Personnel

A. Removal

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Ronda Strickland	Food Service Helper	Termination	6/6/2013
Francis Archer	Substitute School Bus Driver	Termination	6/6/2013



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**B. Creation of New Positions**

- (1) to be in compliance with Civil Service regulations, the Board of Education created one (1) new Civil Service position of *Account Clerk-Typist*.
- (2) to be in compliance with Civil Service regulations, the Board of Education created one (1) new Civil Service position of *Office Specialist II*.

**C. Appointments**

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Laura Clark	Substitute RPN	6/3/2013	\$20/hr.
Jill Featherman	Substitute RPN	6/3/2013	\$20/hr.
Susan Wilkins	Teacher Aide	6/3/2013	\$9.82/hr.

**2. Instructional Personnel**

**A. Leave of Absence**

- (1) from Regina Swartout requesting for an unpaid leave of absence for the 2013-2014 school year from her Teaching Assistant position at the Middle School in order to accept a Long-Term Substitute Teacher position.

**B. Resignation**

- (1) of Katie Scarsella Gleason, an English Teacher at the Academy, effective June 30, 2013.
- (2) of Megan Hakewill, an English Teacher at the Middle School, effective June 3, 2013.
- (3) of Mary Eckdahl, from her 0.5 FTE English Teacher position at the Academy effective June 30, 2013 in order to accept another position.

**C. Appointments**

- (1) of **Regina Swartout** received her Bachelor's degree in Childhood Education from SUNY Cortland and her Master's degree in Math/Science/Technology from St. John Fisher College. Ms. Swartout has worked for the District as a Teaching Assistant since October 2010. Ms. Swartout is appointed to a Long-Term Substitute Math Teacher position effective September 1, 2013 through June 30, 2014. This position is available as a result of a leave of absence.
- (2) of **Mary Eckdahl**, a current 0.5 FTE English Teacher, will be appointed to a tenured 1.0 FTE English Teacher position effective 9/1/2013. Ms. Eckdahl has worked for the District as an English Teacher since 2002 and received tenure in English in 2007. This position is available as a result of a resignation.

<u>Name</u>	<u>Certification</u>	<u>Effective Date</u>	<u>Step</u>
Regina Swartout	Childhood Ed 1-6 Math 7-12	9/1/2013-6/30/2014	1
Mary Eckdahl	English 7-12, Permanent	9/1/2013	Continuation (Per Contract)

**End of Consensus Agenda**



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***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 8:34 p.m. The next Regular meeting will be on June 20, 2013 at the Operations Center at 6:30 p.m.

**APPROVED:**  
**ADJOURNMENT**

Respectfully submitted,

Deborah Sundlov  
District Clerk

***Upcoming Events***

- June 7 - Middle School Concert for Veterans
- June 7 - Middle School Grade 8 Dance
- June 7 - Academy Pop Night @ the Bistro
- June 7 - Middle School Concert for Veterans
- June 13 - Elementary Spring Concert
- June 13 - Special Board Meeting
- June 16 - Father's Day
- June 18 - Fifth Grade Field Day
- June 19 - Audit Committee Meeting
- June 20 - Grade 8 March to the Academy
- June 20 - Last Day of School-Early Dismissal
- June 20 - **Regular Board Meeting**
- June 23 - Class of 2013 Commencement
- July 2 - **Reorganizational Meeting**