



The Regular meeting of the Canandaigua City School District Board of Education was held on Monday, August 3, 2020 at 4:00 p.m. via a live stream Zoom meeting, President Grimm presiding.

**BOARD MEMBERS PRESENT:** Jeanie Grimm, Cheryl Bix, Milton Johnson, Julianne Miller, Bill Patrowicz, Michelle Pedzich, Megan Personale, John Polimeni, Jen Schneider, Beth Thomas

**LEADERSHIP TEAM PRESENT:** Jamie Farr, Matt Fitch, Brian Nolan

**LEADERSHIP TEAM ABSENT:** Matt Schrage

**BOARD DISTRICT CLERK:** Deborah Sundlov

***Meeting Called to Order and Pledge of Allegiance to the Flag***

Mrs. Grimm called the meeting to order at 4:00 p.m. with all saying the Pledge of Allegiance

***President's Comments***

Mrs. Grimm welcomed all. Mrs. Grimm noted the Board has added a new Committee, COVID19 Safety Committee. Dr. Jen Schneider will be the designated Board member on the Committee. This Committee will be added to the end of the agenda for approval.

Dr. Schneider reported there was a preliminary meeting held last week where the discussion was around Personal Protective Equipment (PPE) and ventilation discussion.

***Superintendent's Report***

Superintendent Farr thanked Dr. Schneider for being part of this very important committee. He then shared a few comments that Governor Cuomo made earlier in the day regarding school opening. Governor Cuomo noted he will make this determination later this week. In Governor Cuomo's comments he noted school district's need input from families. Canandaigua has been gathering input from the community, families and staff over the last two weeks. We have held multiple forums and issued questionnaires to families. The District submitted their reopening plan last Friday. On Friday, August 7 the District will send to families a more detailed plan and a questionnaire for families to choose either Preference 1- Virtual Learning or Preference 2- In-Person Learning. We anticipate with the current guidelines Preference 2 will shift to a UPK-12 Remote Learning. A Question and Answer sheet is also being developed to assist with common questions.

***Minutes***

Upon a motion made by Mrs. Pedzich, seconded by Mr. Johnson, with all present voting yes, the Board of Education approved the Regular Board Meetings of May 11, 2020, June 8, 2020, June 22, 2020, Special Board Meeting of June 17, 2020, and reorganizational meeting of July 1, 2020.

**APPROVED: MINUTES**

***Warrant November Review***

Upon a motion made by Mr. Johnson, seconded by Mrs. Bix, with all present voting yes, the Board of Education approved the June Warrants.

**APPROVED: WARRANTS**

0199 General 012269-012272 (In House)  
0201 General ACH005353-ACH005372  
0202 Federal ACH000175-ACH000179  
0203 Capital ACH000047



- 0204 General 012273-012309 (Check Print)
- 0205 Federal 000575-000586 (Check Print)
- 0206 Cafeteria 002133-002166
- 0207 General 012310 (In House)
- 0208 General ACH005373-ACH005378
- 0209 General 012311-012326 (Check Print)
- 0210 Federal 000587 (Check Print)
- 0212 Federal 000588 (Check Print)
- 0213 Federal ACH000180
- 0214 General ACH005379-ACH005401
- 0215 General 012328-012364 (Check Print)
- 0216 General ACH005402-ACH005403
- 0217 Federal 000589-000591 (In House)
- 0218 General 012365-012373 (In House)
- 0219 Cafeteria 002167-002179
- V204 General 012292 (Check Print)
- V214 General 012327 (Check Print)\*

\*Check #012327 is not included within a payment warrant on the above report. It was mistakenly uploaded to Check Print for payment and was supposed to be issued as ACH. It was immediately voided (V214).

**Consensus Agenda**

Upon a motion made by Mrs. Birx, seconded by Dr. Schneider, with all present voting yes, the Board of Education approved/accepted the Consensus Agenda.

**APPROVED: CONSENSUS AND SUPPLEMENTAL AGENDA**

**Business and District Matters**

**1. Treasurer’s Report**

the Treasurer’s Report for the Period of June 1 – June 30, 2020. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

**2. Budget Status Report**

the Appropriation Status Report, which is a summary, for the period of July 1, 2019 - June 30, 2020. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

**3. Revenue Status Report**

the Revenue Status Report, which is a summary, for the period of July 1, 2019 – June 30, 2020. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

**4. Bus Tire Caps**

opening of bids was held on June 3, 2019. First extension of bid term is July 1, 2020-June 30, 2021 with extensions available up to an additional 12 months.

Contract: Bus Tire Caps

Contractor: Lewis General Tires

Base Bid: \$279.95/tire

The Assistant Superintendent for Business recommends that the Board of Education award the contract for the Bus Tire Caps as follows:

Contract: Lewis General Tires \$279.95/tire

## **5. Contracts/Agreements**

a Contract with School of the Holy Childhood for Music Therapy services per a student(s) IEP at a rate of \$45/session from July 6-August 14, 2020.

a Contract with the City of Canandaigua for one full-time and one part-time School Recourse Officer (SRO) for the 2020-2021 school year.

an agreement with Steve Holmes to work as a technology integrator for the district via a professional services agreement not to exceed \$25,000.

## **6. Tax Certiorari- Forth Hill, LLC- Amendment**

At a Regular Meeting of the Board of Education of the Canandaigua City School District (the “Board of Education”), held virtually on June 22, 2020; held via Zoom and live streamed on YouTube; and

**WHEREAS**, Fort Hill Housing Development Fund Company, Inc., Conifer Fort Hill Associates, L.P., Auditorium at Fort Hill, LLC (“Fort Hill”) filed tax certiorari proceedings challenging the assessment on its property located on the corner of Main Street and Fort Hill Avenue, for the 2018-19, 2019-20, and 2020-21 tax years; and

**WHEREAS**, on June 22, 2020, the Board of Education approved settlement of the proceedings upon the following terms:

- a) Reduce the 2018 assessment for Tax Parcel No. 77.17-1-35.21 to \$2,352,580;
- b) Reduce the 2018 assessment for Tax Parcel No. 77.17-1-35.22 to \$115,000;
- c) Reduce the 2019 assessment to \$2,323,607;
- d) Reduce the 2020 assessment to \$1,293,029; and

**WHEREAS**, the Board of Education seeks to amend its June 22, 2020 as follows:

- a) Reduce the 2018 assessment for Tax Parcel No. 77.17-1-35.21 to \$2,352,580;
- b) Reduce the 2018 assessment for Tax Parcel No. 77.17-1-35.22 to \$115,000;
- c) Reduce the 2019 assessment to \$2,253,898 (\$2,323,607 fair market value);
- d) Reduce the 2020 assessment to \$1,241,307 (\$1,293,029 fair market value); and

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Board of Education seeks to amend its June 22, 2020 Board Resolution approving the Fort Hill tax certiorari proceedings as detailed above and hereby delegates to Ferrara Fiorenza PC the authority to execute settlement documents in accordance with the foregoing.
2. This Resolution shall take effect immediately.

## **7. Resolution- Conflicting Policies**

**WHEREAS**, on March 16, 2020, the New York State Governor declared, under Executive Order 202.4, all schools within New York State to be closed to students no later than March 18, 2020 for a period of two weeks, ending on April 1, 2020, in response to the COVID-19 public health emergency; and

**WHEREAS**, various subsequent executive orders were issued by the New York State Governor resulting in the closure of schools to students for the remainder of the 2019-2020 school year; and

**WHEREAS**, on or about July 13, 2020, the New York State Department of Health issued interim guidance for in-person instruction at Pre-K to Grade 12 schools during the COVID-19 public health emergency for the 2020-2021 school year; and

**WHEREAS**, on or about July 16, 2020, the New York State Education Department released reopening guidance for schools for the 2020-2021 school year.

**NOW, THEREFORE**, the Board of Education resolves as follows:

1. In an effort to comply with reopening requirements, the Board hereby temporarily suspends any Board policy or administrative regulation/procedure that conflicts with any current or future federal, state, or local law, regulation, executive order, and/or state or federal guidance released for the purpose of reopening of schools.
2. The Superintendent of Schools is authorized to follow the federal, state, or local laws, regulations, executive orders, and/or state or federal guidance and to take such action as necessary and proper for the purpose of reopening of schools.

#### **8. Surplus Books**

the request of Mrs. Heidi Robb, Assistant Primary Principal, to declare as surplus 190 copies of the textbook, *Your Health*. The book is outdated and is no longer used at Primary-Elementary School or the Middle School.

#### **9. Student Teacher Placement**

the request of Mr. John Arthur, Middle School Principal is recommending the below:

- Andrew Kemler, SUNY Geneseo with Joe Sabbour, September 1-October 23, 2020

#### **10. Appointment**

the appointment of Vernon Tenney as COVID Compliance Officer for the 2020-2021 school year.

#### **11. Construction Manager Appointment**

**WHEREAS**, the Board of Education of the Canandaigua City School District (the “Board of Education”) has determined that it is in the best interest of the Canandaigua City School District (the “School District”) to retain a construction manager to provide construction coordination, management, and related professional services in connection with its 2020 Capital Improvement Project (the “Project”); and

**WHEREAS**, the School District previously issued a Request for Proposals (“RFP”) for construction coordination, management, and related professional services for the Project; and

**WHEREAS**, the School District has received proposals in response to the RFP, diligently analyzed the proposals, and conducted interviews of selected candidates as part of the selection process; and

**WHEREAS**, the Board of Education, as a result of the RFP process has selected Turner Construction Company (“Turner”) as its Construction Manager for the Project; and

**WHEREAS**, the School District’s legal counsel, Ferrara Fiorenza, PC and Turner have jointly prepared a contract and related documents for construction coordination, management, and related professional services which has been submitted to the Board of Education for consideration;

**NOW, THEREFORE**, be it resolved as follows:

1. The Board of Education approves the retention of Turner to provide construction coordination, management and related services and proceed with the Project in accordance with the terms and



conditions of the contract approved by legal counsel and previously shared with the Board of Education.

2. The Board of Education hereby authorizes the President of the Board or the Superintendent of Schools to enter into the approved contract with Turner on behalf of the Board of Education and take all steps necessary or convenient to proceed under the contract in connection with the Project.
3. This resolution shall take effect immediately.

**12. Recommendations of the Committee on Preschool Special Education**

for review and consideration are the recommendations of the Committee on Preschool Education. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

**13. Recommendations of the Committee on Special Education**

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

**Personnel**

1. Non-Instructional Personnel

A. Retirement

for the purpose of retirement 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 Canandaigua City School District.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service</u>
Lois Myers	Food Service Helper	7/28/2020	20

B. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Emily French	School Bus Monitor	Resignation	6/10/2020
Mark Quenan	Building Maintenance Assistant	Resignation	7/8/2020
Brennen Schiller	Custodial Worker	Resignation	7/30/2020

C. Appointments

*Pending Civil Service approval and NYSED fingerprint clearance where applicable:*

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Jeff Sabin	Account Clerk Typist	7/20/2020	\$14.50/hr.
Connor McClain	Building Maintenance Assistant	7/6/2020	\$14.78/hr.
Conner Brizzee	Custodial Worker	7/6/2020	\$12.70/hr.
John Power	School Bus Monitor	8/25/2020	\$12.60/hr.
William Chrysler	School Bus Driver	8/25/2020	\$23.24/hr.
Tanner Bussey	Student Helper - Custodial	7/8/2020	\$12.00/hr.
Micah Bennett	Student Helper - Custodial	7/8/2020	\$12.00/hr.
Caleb Friel	Student Helper - Custodial	7/8/2020	\$12.00/hr.
Soon Jo	Cook Manager	9/1/2020	\$16.87/hr.
Rebecca Donovan	Substitute Account Clerk Typist	8/14/2020	\$15.77/hr.



2. Instructional Personnel

A. Leave of Absence

- 1) of Jennifer Colbert who has requested a leave of absence from September 4, 2020 through January 29, 2021.
- 2) of Kristen Kelly who has requested a leave of absence to commence on October 23, 2020 and to end January 22, 2021.

B. Appointments

*The Board of Education of the Canandaigua City School District hereby accepts the recommendation of the Superintendent to appoint the following instructional employees. Eligibility for tenure as a classroom teacher or building principal is contingent upon his/her successful completion of the probationary term and having received composite or overall APPR rating of either "Effective" or "Highly Effective" in at least three of the four preceding years and a rating higher than "Ineffective" in the final year of the probationary period.*

- 1) of Rebecca Kraft, Grade 6 teacher at the Middle School, is appointed to a 1.0 FTE Enrichment Teacher effective July 1, 2020. She will remain in her current tenure area and on her current salary schedule.
- 2) of Tabitha Metz, current Teaching Assistant at the Primary School, is appointed to a 1.0 FTE, 4-year probationary position as an AIS Interventionist at the Primary-Elementary School with a tenure area of Elementary effective July 1, 2020.
- 3) of Kathryn Hanford, current 2<sup>nd</sup> Grade teacher at the Primary School, is appointed to an AIS Interventionist position at the Primary-Elementary School effective July 1, 2020. She will remain in her current tenure area and on her current salary schedule.
- 4) of Leah Stevens received her Bachelor's degree in Psychology and her Master's degree in Literacy both from Nazareth College. She has 9 years of teaching experience including the past 2 as a Long-term Substitute for the District. Ms. Stevens is appointed to a 1.0 FTE, 3-year probationary position as an AIS Interventionist at the Primary-Elementary School with a tenure area of Elementary effective July 1, 2020.
- 5) of Meghan Glover received her Bachelor's degree in Health Science from SUNY Brockport. She earned her Master's degree in Curriculum Specialist from The College at Brockport. Mrs. Glover is appointed to a 4-year probationary position as a Special Education Teacher with a tenure area of Special Education at the Primary-Elementary School effective September 1, 2020.
- 6) of Erica March, current Special Education teacher at the Elementary School, is appointed to a 1.0 FTE, 3-year probationary Elementary Education teacher with a tenure area of Elementary effective July 1, 2020.
- 7) of Morgan Mahoney received her Bachelor's degree in Childhood Education from Nazareth College. Ms. Mahoney is appointed to a 1.0 FTE, 4-year probationary position as a Special Education Teacher with a tenure area of Special Education at the Primary-Elementary School effective September 1, 2020.
- 8) of Jennifer Coles-Lloyd received her Bachelor's degree in Education from SUNY Geneseo. She earned her Master's degree in Education from Nazareth College. She has been working in public and private education for 9 years. Mrs. Coles-Lloyd is appointed to a 4-year probationary position as a Special Education Teacher with a tenure area of Special Education at the Primary-Elementary School effective September 1, 2020.



- 9) Mark Sutter received his Bachelor’s degree in Art from The University at Albany and earned his Master’s degree in Literacy from Alfred University. He has worked in public education for the past 19 years. Mr. Sutter is appointed to a 1.0 FTE 3-year probationary Art Teacher position with a tenure area of Visual Art effective September 1, 2020. This position is available as a result of a retirement.
- 10) of Emily Spinelli, current Special Education teacher at the Middle School, is appointed to a 1.0 FTE, 3-year probationary Grade 6 teacher with a tenure area of Elementary effective July 1, 2020.
- 11) of Mary Green received her Bachelor’s in Nursing from Nazareth College. She has worked as a RN since 2013 and as a School Nurse since 2018. Ms. Green is appointed to a 1.0 FTE School Nurse effective September 1, 2020. This position is available as a result of a retirement.

<b>Name</b>	<b>Certification</b>	<b>Effective</b>	<b>Step/Rate</b>
Rebecca Kraft	Childhood Ed 1-6; Students w/ Disabilities 5-9 Generalist; Students w/ Disabilities 1-6; Students w/ Disabilities N-2; Literacy 5-12; Literacy B-6; Generalist in Middle Childhood Ed 5-9; Early Childhood Ed B-2	7/1/2020	Current Step
Tabitha Metz	Childhood Ed 1-6; Literacy B-2	7/1/2020	Step 3
Kathryn Hanford	Pre K, Kindergarten And Grades 1-6; Reading	7/1/2020	Current Step
Leah Stevens	Childhood Ed 1-6; Students w/ Disabilities 5-9 Generalist; Students w/ Disabilities 1-6; Students w/ Disabilities 7-12 Generalist; Literacy 5-12; Literacy B- 6; Generalist in Middle Childhood Ed 5-9	7/1/2020	Step 10
Meghan Glover	Early Childhood Ed B-2; Childhood Ed 1-6; Students w/ Disabilities 1-6; Students w/ Disabilities B-2	9/1/2020	Step 6
Erica March	Childhood Ed 1-6; Students w/ Disabilities 1-6; Early Childhood Ed B-2; Students w/ Disabilities B-2; Literacy B-2;	7/1/2020	Current Step
Morgan Mahoney	Early Childhood Ed B-2; Childhood Ed 1-6; Students w/ Disabilities 1-6; Students w/ Disabilities B-2	9/1/2020	Step 1
Jennifer Coles- Lloyd	Early Childhood Ed B-2; Childhood Ed 1-6; Students w/ Disabilities 1-6	9/1/2020	Step 7
Mark Sutter	Art K-12	9/1/2020	Step 15
Emily Spinelli	Nursery, Kindergarten & Grades 1-6; Reading; Special Education	7/1/2020	Current Step
Mary Green	RPN License	9/1/2020	Step 6

12) Teacher On Special Assignment

the following staff member for a Special Assignment for the 2020 – 2021 school year at their current salary:

- Kelly Scammell – Dean of Students; Primary-Elementary School
- Keith Pedzich – Technology Integrator 0.5 FTE

13) Interim Substitute Teacher

the following individual for an Interim Substitute Teacher position as indicated at an agreed upon rate for the duration of the assignment:

<b>Name</b>	<b>Position</b>	<b>Building</b>	<b>Effective</b>
Hailey Wageman	Spanish Teacher	Middle School	9/1/2020-2/1/2021



14) Contract Substitute Teachers

the following individuals to Contract Substitute Teacher positions for the 2020 – 2021 school year at the contractual rate:

Carter Bunce – Academy  
Laurel Roeder – Academy  
Mitch Segbers – Academy  
Christine Stebbins – Academy  
Murphy Swain (0.5 FTE) – Academy  
Colton Ceravolo – Primary School

15) Certified Substitute Teachers

the following individuals to Certified Substitute Teacher positions conditional upon verification of certification and criminal history clearance from the New York State Education Department where applicable:

Maureen Senska (Preferred)  
Mary Kay Hartnett (Preferred)  
Robert Steedman (Preferred)

16) Non-Certified Substitute Teachers

the following individual to a Non-Certified Substitute Teacher position conditional upon criminal history clearance from the New York State Education Department and verification of 2 years of college where applicable.

Alexa Cunningham

***End of Consensus Agenda***

***Board Goals***

Upon a motion made by Mrs. Pedzich, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved the Board Goals for the 2020-2021 School Year.

**APPROVED: BOARD GOALS**

1. Use the Strategic Plan as a living document that guides all we do in our district.
2. Strengthen board recognition of students, district, and community members to ensure success is celebrated.
3. Ensure a transparent and inclusive communication for all stakeholders for the Capital Project.
4. Continue to monitor the condition of Braves Field to ensure it meets all safety requirements.
5. Continue to support the superintendent and new board member in an atmosphere of collaboration and positive, direct communication.
6. Support, promote, and participate in district diversity, equity, and inclusion efforts.

***District and Board Committees***

Upon a motion made by Mr. Polimeni, seconded by Dr. Schneider, with all present voting yes, the Board of Education approved the District and Board Committees for the 2020-2021 School Year.

**APPROVED: DISTRICT AND BOARD COMMITTEES**

***Upcoming Events***

- August 31- Regular Board Meeting
- September 7- Labor Day
- September 8- Superintendent Conference Day
- September 9- First day of school





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- September 14- Regular Board Meeting

***Adjournment***

Upon a motion made by Mrs. Pedzich, seconded Mr. Johnson, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 4:25 p.m. The next Regular meeting will be on August 31, 2020 as a Zoom meeting streamed live on YouTube at 4:00 p.m.

Respectfully submitted,

Deborah Sundlov  
District Clerk