

The Regular meeting of the Canandaigua City School District Board of Education was held on Monday December 14, 2020 at 5:45 p.m. via a live stream Zoom meeting, President Grimm presiding.

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

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

ADMINISTRATIVE TEAM PRESENT: Mike McClain

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Carlyn Bjorling

Executive Session

Upon a motion made Mrs. Pedzich, seconded Dr. Schneider, with all present voting yes, the Board of Education approved calling an Executive Session at 5:45 p.m. for the purposes of employment history of 13 particular persons or matters leading to the appointment, employment, promotion, demotion, discipline, suspension or removal of a particular person or corporation

Return to Open Session

Upon a motion made by Dr. Schneider, seconded by Mrs. Birx, with all present voting yes, the Board of Education returned to Open Session at 6:17 p.m.

Meeting Called to Order and Pledge of Allegiance to the Flag

Mrs. Grimm called the meeting to order at 6:30 p.m. with all saying the Pledge of Allegiance and welcomed all.

Superintendent's Report

Superintendent Farr reviewed the updated Yellow, Orange, and Red Designations. If we are declared as Yellow, we would be required to test 20% of students/staff over two weeks. Orange and Red previously required a school to close. Now for Orange we would test 20% of students/staff over a month and Red would require 30% over a month. If after testing, the district's positivity rate is lower than the community we would need no further testing. If at any point we are 3% or higher we would close.

Superintendent Farr noted, that if we move to any of the zones we will hold a town hall meeting for families. We would schedule testing during the day with an evening option for families with a drive through. All of our nurses, COVID runners along with Mr. Vernon Tenney and Mr. Brian Nolan have all been trained to test.

Superintendent Farr also gave major kudos to all our students, families, and staff for taking our protocols seriously and for helping to keep everyone safe.

Student Representative- Ms. Carlyn Bjorling

Student Representative, Ms. Carlyn Bjorling, provided the board with a building update. The Academy held a food drive with Cherry versus Gray that ended in a tie. Each group donated 144 items. Currently buildings are collecting for Toys for Tots. Sprit week is being held in each building. On December 18 and 19 a CA Holiday Light Parade will be held at the Academy. The Prism concert will be shown on our YouTube channel on December 17.

Minutes

Upon a motion made by Mr. Johnson, seconded by Mrs. Pedzich, with all present voting yes, the Board of Education approved the Regular Board Meeting of November 16, 2020 and Special Meeting of November 24, 2020.

APPROVED: MINUTES

Warrant November Review

Upon a motion made by Dr. Schneider, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved the December Warrants.

APPROVED: WARRANTS

A-31 General 9005646-9005688 (ACH) Void #9005628
A-32 General 12939-13022 (Check Print)
A-33 General 12932-12938 (In House)
A-34 General 9005689-9005726 (ACH)
A-35 General 13035-13098 (Check Print) Void #12906
A-37 General 13023-13034, 13099 (In House) Void #12937
C-8 Cafeteria 2221-2232
C-9 Cafeteria 2233-2236
F13 Federal 613-614 (Check Print)
F14 Federal 9000192 (ACH)
F15 Federal 615-618 (Check Print)
F16 Federal 9000193-9000196 (ACH)
H15 Capital 9000058-9000059 (ACH)
H16 Capital 377-378 (Check Print)

District's Facilities/Building Condition Assessment

Director of School Facilities & Operations Mike McClain presented to the Board of Education on our facilities and buildings condition assessment. The presentation highlighted recent and future outlay projects, work that has been completed and an update on our current capital project.

Central Receiving Storage Facility- General Construction

Upon a motion made by Dr. Schneider, seconded by Mrs. Pedzich, with all present voting yes, the Board of Education approved/accepted the voting on the Central Receiving Storage Facility- General Contractor.

APPROVED: GENERAL CONTRACTOR

Based on review and a meeting, LaBella Associates, D.P.C. created a scope of work that meets the priorities of the District. Opening of bids was held on December 3, 2020.

Contract: Central Storage Facility- General Construction
Contractor: UDN Inc.
Base and Alternate Bid: \$584,677

The Assistant Superintendent for Personnel and Support Services recommends that the Board of Education award the contract for the Central Storage Facility- General Construction as follows:

Contract: UDN Inc \$584,677

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Mrs. Cheryl Birx	Voting Yes
Mr. Milton Johnson	Voting Yes
Mrs. Julianne Miller	Voting Yes

Mrs. Michelle Pedzich	Voting Yes
Mrs. Megan Personale	Voting Yes
Mr. John Polimeni	Voting Yes
Dr. Jen Schneider	Voting Yes
Mrs. Beth Thomas	Voting Yes
Mrs. Jeanie Grimm	Voting Yes

Central Receiving Storage Facility- Mechanical Contractor

Upon a motion made by Mrs. Birx, seconded by Mr. Johnson, with all present voting yes, the Board of Education approved/accepted the voting on the Central Receiving Storage Facility- Mechanical Contractor.

APPROVED: MECHANICAL CONTRACTOR

Based on review and a meeting, LaBella Associates, D.P.C. created a scope of work that meets the priorities of the District. Opening of bids was held on December 3, 2020.

Contract: Central Storage Facility- Mechanical Contractor
 Contractor: Amering & Johnston
 Base and Alternate Bid: \$35,700

The Assistant Superintendent for Personnel and Support Services recommends that the Board of Education award the contract for the Central Storage Facility- General Construction as follows:

Contract: Amering & Johnston \$35,700

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Mrs. Cheryl Birx	Voting Yes
Mr. Milton Johnson	Voting Yes
Mrs. Julianne Miller	Voting Yes
Mrs. Michelle Pedzich	Voting Yes
Mrs. Megan Personale	Voting Yes
Mr. John Polimeni	Voting Yes
Dr. Jen Schneider	Voting Yes
Mrs. Beth Thomas	Voting Yes
Mrs. Jeanie Grimm	Voting Yes

Consensus Agenda

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

APPROVED: CONSENSUS AND SUPPLEMENTAL AGENDAS

Business and District Matters

1. Team of One

approval for Bloomfield Central School to allow one student to participate in diving on our boys swimming and diving team at Canandaigua City School District. Bloomfield does not have a pool.

2. Surplus Items

the request of Mr. Brian Amesbury, Elementary School Principal, to declare as surplus items the attached books. Prior to the implementation of the NYS Common Core, the Elementary School implemented a reading program from Scott Foresman called Reading Street. This request is to discard all of the leveled readers (a large collection of short stories / books) that are associated with these two

programs. For the last 6 years this collection of books has been sitting unused in a closet. These books are outdated. Since we have opened our Book Room at the Elementary School with high quality leveled readers, there is no use for these books.

the request of Mrs. Marissa Logue to declare as a surplus item a small Kenmore ice maker from the science department. The ice maker is broken and cannot be fixed.

3. **New Clubs**

the request of Mrs. Marissa Logue, Academy Principal, for a new club at the Academy called **Dungeons and Dragons**. This club will meet during study halls with a small group of students who will talk about Dungeons and Dragons and play the game. The unpaid advisor is Mrs. Arlene McDonald.

the request of Mr. Brian Amesbury for a new club at the Elementary School called **Drum Club**. This club will meet after school in the auditorium where students can safely social distanced with large percussion instruments. Students will use drums, xylophones, body and auxiliary percussion. The unpaid advisors are Ms. Jenny Kafka and Ms. Emily Phillips.

4. **Acceptance of Audit**

of the two below audits for the Year Ended June 30, 2020:

- Acceptance of the 2019-2020 Extraclassroom Audit and Corrective Action Plan
- Acceptance of the 2019-2020 Single Audit

5. **Minimum Wage**

the minimum wage increases to \$12.50 as of December 31 we will increase our rates as of December 16, 2020. They are as follows:

Non-Certified Sub	\$95/day
Sub School Bus Monitor	\$12.500/hr
Sub Monitor	\$12.50/hr
Sub Teacher Aide	\$12.50/hr
Sub Food Service	\$12.50/hr
Sub Student Helper	\$12.50/hr
Sub Lifeguard	\$12.50/hr

6. **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.

7. **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. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Mallory McCall	Custodial Worker	Termination	12/8/2020
Sarah O'Brien	District Treasurer	Resignation	TBD
Candace Snyder	Secretary I	Resignation	12/28/2020

A. Leave of Absence

- 1) Diane Hixson, School Bus Driver, has requested a leave of absence from December 1, 2020 through January 3, 2021.

B. Appointments

Pending Civil Service approval and NYSED fingerprint clearance where applicable:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Advije Cakolli	Substitute School Bus Monitor	11/16/2020	Current Rate
Kevin Clark	Substitute School Bus Driver	11/17/2020	\$18.00/hr.
Ethan Dramer	Substitute Teacher Aide	12/15/2020	\$11.80/hr.
Charlie Shields	Substitute Teacher Aide	12/15/2020	\$11.80/hr.
Evan Wong	Substitute Teacher Aide	12/15/2020	\$11.80/hr.
Emma Von Alven	Substitute Lifeguard	12/14/2020	\$11.80/hr.
Emily McFarland	Substitute Lifeguard	12/14/2020	\$11.80/hr.

2. Instructional Personnel

A. Resignation

- 1) of Laura Thomsen, 0.5 FTE Art Teacher at the Elementary School, her resignation from the District effective January 1, 2021.

B. Resignation for the Purpose of Retirement

resignation 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 youth of the Canandaigua City School District.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service</u>
Kathleen Schopinsky	Librarian, Elementary School	12/11/2020	14

C. Leave of Absence

- 1) of Emily Bonadonna, Primary School Principal, a leave of absence from February 1, 2021 through May 3, 2021.
- 2) of David Smith, Special Education Teacher, an extension to his current leave through the end of the school year.
- 3) of Tiffany Fox, Special Education Teacher, a leave of absence from April 5, 2021 through June 9, 2021.

D. Appointments

- 1) Coaches 2020-2021 School Year

the following staff members to a Coach position for the 2020-2021 school year at the contractual rate:

Rebecca Kraft	Boys Diving
Eric Scheemaker	Varsity Boys Swimming
Evan Smith	JV Boys Swimming
Murphy Swain	Assistant Skiing
Michael Tepper	Head Boys and Girls Bowling
Kevin Wall	Varsity Skiing



Taryn Windheim Boys Modified Swimming
Jeffrey Welch Strength and Conditioning

2) 2020-2021 Mentors

the following staff members to be Mentors for the 2020-2021 school year at the contractual rate:

<u>Mentor</u>	<u>Mentee</u>	<u>Building</u>
Rachel Jenkins	Stephanie Scheemaker	PS

3) Stipend Positions 2020-2021 School Year

the following for co-curricular positions at the contractual rate:

Middle School Yearbook	Shaynee Juliano (0.665)
Middle School Yearbook	Lisa Fessner (0.335)
Masterminds Club	Jason McLaughlin

4) Interim Substitute Teacher

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Elizabeth Kuchman	Enrichment Teacher	Primary School	2/1/2021 – 5/3/2021
Morgan Garlick	Kindergarten Teacher	Primary School	1/30/2021 – 6/24/2021

5) Non-Certified Substitute Teachers

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

Joe Post
Jennifer Allis
Morgan Szczepkowski
Matthew Uttaro
Evan Wong

6) Tenure Appointment

the following staff members for tenure appointment pending successful completion of their probationary period. They have been reviewed by their Building Principal, the Superintendent and the Board of Education. The Superintendent recommends that the Board of Education approve the appointment to tenure in the Canandaigua City School District the following staff members:

<u>Name</u>	<u>Tenure Area</u>	<u>Effective</u>
Jean MacKenzie	Director of Student Intervention/SDL	12/20/2020
Brian Amesbury	Principal	12/26/2020

End of Consensus Agenda

Draft Budget 2021-2022 Calendar

Upon a motion made by Mrs. Personale, seconded by Mrs. Birx, with all present voting yes, the Board of Education approved/accepted the 2021-2022 Budget Calendar.

APPROVED: 2021-2022 BUDGET CALENDAR

Draft 2021-2022 Budget Guidelines

Upon a motion made by Mr. Johnson, seconded by Dr. Schneider, with all present voting yes, the Board of Education approved/accepted the 2021-2022 Budget Guidelines.

APPROVED: 2021-2022 BUDGET GUIDELINES

1. Make staffing decisions that meet the intellectual, social and emotional needs of students that reflect enrollment data, that prepare them to be successful 21st century learners, and that recognize the effects of the changed learning environment of 2020.
2. Continue to reduce costs through budget efficiencies, partnerships and shared services.
3. Strategically utilize fund balance and reserves to mitigate programmatic impact in the near and long-term future.
4. Maintain a transparent system of continual communication with the public.
5. Minimize cuts during restrictive tax cap cycles by making decisions based on right-sizing and consideration of the levy that best meets the needs of the district.
6. Establish a new capital reserve fund and allocate available funds for future necessary districtwide capital improvements.

Board Committee Reports

Audit Committee

Mrs. Pedzich reported on behalf of the Audit Committee which met on December 11. Mr. Tom Zuber, CPA Raymond F, Wager, CPA LLC Mengel Metzger Barr & Co LLP, presented two audits, 2019-2020 Extraclassroom Audit and Corrective Action Plan and the 2019-2021 Single Audit. No significant findings showing the District's financial position if state aid came in as expected for the 2020/2021 school year, with a 20% reduction in foundation aid, and with a 20% reduction in all state aid. The committee moved to have no changes in the Senior and Disability Exemption. Tax collection is very similar to last year. Mrs. Grimm and Mrs. Pedzich wished Ms. Sarah O'Brien, Treasurer, best wishes in her new adventure. The meeting is scheduled for January 8.

Policy Committee

Mrs. Thomas reported on behalf of the Policy Committee, moving to waive the first reading of the below policy seconded by Mrs. Pedzich.

- Policy 3390 Data Security and Privacy - First Reading

On behalf of the committee Mrs. Thomas made a motion to accept Policy #3390 Data Security and Privacy as a second reading. The next meeting is scheduled for December 16.

District Committee Reports

Council for Instructional Excellence (CIE)

Mr. Johnson reported on behalf of CIE which met on December 9. The Committee received the weekly Instructional Update that is sent and provided feedback. Approved a Grant for Excellence and received a Professional Development update from Dr. Katie McFarland.

Diversity, Equity, and Inclusion Task Force

Mrs. Julianne Miller reported on behalf of the Diversity, Equity, and Inclusion Task Force meeting which met on December 7. The group divided up into three groups with each group focusing on one of the following; sample language for a new policy; diversity development opportunities; or diversity plans of other districts. The next meeting is December 21.

COVID19 Safety Committee

Dr. Jen Schneider noted this week's meeting centered on zone designations and the continued COVID work. With winter here and windows being closed would like to see more CO2 testing done

Upcoming Events

- December 16- Policy Committee
- December 24-January 1- Winter Break
- January 8- Audit Committee
- January 11- Regular Board Meeting
- January 13- CIE
- January 18- Martin Luther King, Jr. Day
- January 25- Regular Board Meeting

Adjournment

Upon a motion made by Mrs. Pedzich, seconded Dr. Schneider, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 7:24 p.m. The next Regular meeting will be on January 11, 2021 as a Zoom meeting streamed live on YouTube at 6:30 p.m.

Respectfully submitted,

Deborah Sundlov
District Clerk