

**BOARD MEMBERS PRESENT:** Jeanie Grimm, Cheryl Bix, 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:** Caroline Chapman

**BOARD DISTRICT CLERK:** Deborah Sundlov

**OTHERS PRESENT:** Tyler Friel, Stephen Chehata

### ***Executive Session***

Upon a motion made by Mrs. Pedzich, seconded by Dr. Schneider, with all present voting yes, the Board of Education approved calling an Executive Session at 5:45 p.m. discuss the employment history of particular person, collective negotiations of Bus Driver, Food Service, and Monitor contracts pursuant to the Taylor Law, and financial history of particular persons as per the Independent Audit for year ending June 30, 2021 and Management Letter.

### ***Return to Open Session***

Upon a motion made by Mrs. Pedzich, seconded by Dr. Schneider, with all present voting yes, the Board of Education returned to Open Session at 5:45 p.m.

*The board took a break from 6:16-6:30 p.m.*

### ***Meeting Reconvened and Pledge of Allegiance to the Flag***

Mrs. Grimm reconvened the meeting at 6:30 p.m. with all saying the Pledge of Allegiance.

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

#### **Spelling Bee**

Mrs. Caroline Chapman, Director of Advisement and Communications, introduced two students who participated in the Wayne-Finger Lakes Regional Spelling Bee, eighth grader Tyler Friel and sixth grader Stephen Chehata. With COVID, the event was held entirely virtual. This year Tyler won the Regional Spelling Bee this year. Our Spelling Bee has been named in honor of Mrs. Frieda O'Hanlon, a longtime Board of Education Member. Typically, the champion goes on to compete in Washington, DC, at the national competition. However, that is not possible at this time. Tyler will be competing on June 12 through an online platform through ESPN3. The Board congratulated both Tyler and Stephen.

Superintendent Farr reviewed with the Board the results from the survey that was presented in a community forum on April 20. The Primary-Elementary School will reopen five days a week starting Monday, May 3. The Middle School, Academy, and Canandaigua Academic and Career Center (CACC) will finish the school year in the current model of instruction and prepare for a full reopening in September as allowed by NYSDOH guidance. On Monday, May 3 five days of virtual learning will also begin.

### ***Warrant Review***

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

#### **APPROVED: WARRANTS**

A-67 General 13425, 13429-13508 (Check Print) Void Checks #'s 13276 and 13229

- A-68 General 9005916-9005972 (ACH)
- A-69 General 13426-13428 (In House)
- A-71 General 13512-13571 (Check Print)
- A-72 General 9005973-9006018 (ACH)
- A-73 General 13509-13511, 13572 (In House)
- C-17 Cafeteria 2285-2293
- C-18 Cafeteria 2294-2298
- F-29 Federal 657-660 (Check Print)
- F-30 Federal 9000215-9000216 (ACH)
- F-31 Federal 9000217 (ACH)
- F-32 Federal 661-663 (Check Print)
- H-26 Capital 388-390 (Check Print)
- H-27 Capital 9000065-9000066 (ACH)

**Minutes**

Upon a motion made by Mrs. Pedzich, seconded by Dr. Schneider, with all present voting yes, the Board of Education approved the Regular Board Meeting of April 5, 2021 and the Special Meeting of April 14, 2021.

**APPROVED: MINUTES**

**2020 Capital Improvement Project- Contract No. 05- Controls Contract (CC)**

Upon a motion made by Mrs. Birx, seconded by Dr. Schneider, with all present voting yes, the Board of Education approved voting on the Controls Contract.

**APPROVED: CONTROLS CONTRACT**

Based on review and a meeting, Turner Construction Company created a scope of work that meets the priorities of the District. Proposal received in accordance with NYS OGS State Contract Pricing.

Contract:	Contract No. 025- Controls Contract (MC)
Contractor:	Day Automation
Base Bid:	\$1,878,031

The Assistant Superintendent for Personnel and Support Services recommends that the Board of Education award the contract for the No. 05- Controls Contract (CC) as follows:

Contract: Day Automation	\$1,878,031
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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

**Budget Presentation**

Proposed 2021-2022 Budget

Mr. Matt Fitch, Assistant Superintendent for Business, presented to the Board updated budget. Foundation Aid is to be fully funded by 2023-2024. Mr. Fitch reviewed the Federal Stimulus Aid, Coronavirus Response and Relief Supplementary Appropriation Act (CRRSA) and American Rescue Plan (ARPA). The Federal

stimulus funds will not be used to offset State Aid reductions. There will be an increase in UPK funding, which has been level for about the last ten years will increase about \$461,000. It is unknown if this is just for two years or future.

Mr. Fitch showed two options for the budget, one at the 2.07% levy increase and one at 1.7% increase. The Board discussed and based on the current climate they felt more comfortable at going out at 1.7%, Mr. Fitch's recommendation.

The three-part budget:

Administration	\$ 6,547,814-	0.01% decrease over last year
Program	\$ 62,087,865-	0.34% increase over last year
Capital	\$ 10,694,399-	0.33% decrease over last year
Total	\$ 79,330,078	

The budget will include a \$100,000 Capital Outlay Project at the Academy to include removing the original and secondary loop hot water pumps and replacing both the primary and secondary pumps with new pumps. This will have an estimated 73.2% state aid of the total project cost.

Reserved appropriated in balancing the budget are:

Employees' Retirement System (ERS)	\$ 317,187
Workers' Compensation	\$ 343,000
Unemployment Insurance	\$ 100,000
Employee Benefit Accrued Liability	\$ 100,000
Tax Certiorari	\$ 50,000

#### Proposition 2 Capital Reserve

Establish a capital reserve fund to defray the cost of the construction and reconstruction of School District buildings and facilities, including original equipment, machinery, apparatus, appurtenances, furnishings and other incidental improvements and expenses in connection therewith, and to defray the cost of, in whole or in part, and in order to accomplish the same, the Board is hereby authorized to establish the ultimate amount of such reserve fund to Ten Million Dollars (\$10,000,000) plus accrued interest and other investment earnings, with a probable term of ten (10) years.

#### Proposition 3 Transportation

Purchase of buses = \$983,000  
Seven 74-passenger buses at \$125,000 each  
Two 16-passenger buses at \$54 each  
Use of Transportation Reserve and Fund Balance with no new increase to taxes.

#### Proposition 4 Funding for Wood Library

\$772,000 tax levy or 7.04%  
Increase of 0.015 cents/\$1,000 Assessed Value  
Increase of \$2.40 for \$150,00 Assessed Value

Upon a motion made by Mrs. Pedzich, seconded by Mr. Johnson, with all present voting yes, the Board of Education approved the 2021-2022 Budget as presented.

**APPROVED: 2021-2022 BUDGET**

#### Consensus Agenda

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

**APPROVED: CONSENSUS AND SUPPLEMENTAL AGENDA**

**1. Treasurer's Report**

the Treasurer's Report for the Period of March 1, 2021 - March 31, 2021. 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, 2020 - March 31, 2021. 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, 2020 – March 31, 2021. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

**4. Visual and Performing Arts Hall of Fame**

approval of the Visual and Performing Arts Hall of Fame. The first inductees will be the 2022-2023 school year.

**5. Surplus Books**

the request of Mrs. Marissa Logue, Academy Principal, to declare as surplus items the attached listing of books from the Academy library.

**6. Donation**

the request of Mr. Dan Bowman, Director of Technology, to accept a donation from Canandaigua All Sports Boosters (CASB) in the amount of \$5,524.12 to purchase various technology items and software to be installed at Braves Field.

**7. New Scholarship**

the request of Mrs. Marissa Logue for a one-time scholarship to be given at the awards ceremony for the 2020-2021 school year. Cary and Brian Burke would like to celebrate the lives of their sons Teddy and Tyler Burke, who would have been members of the Class of 2021, by awarding two scholarships in their memory. Teddy and "Ty" were twins who were born prematurely. Tyler survived 23 days and Teddy survived 23 months. Both of them are loved and cherished beyond words by their family and friends. Tyler had an immense fighting spirit and Teddy was filled such joy that his smile would light up a room. Two students who will seek higher education and will make the world a better place will receive a one-time \$300 scholarship.

**8. Property Tax Report Card**

approval of the 2021-2022 Property Tax Report Card.

**9. AP Proctoring**

the request of Mrs. Marissa Logue is requesting for the following for AP proctoring:  
Lauren Bolanda, Christine Crater, Arlene DeVinney, Alexandra Grimm, Benjamin Grimm, John LaFave, Barbara Morgan, Michael Morgan, Karen Salvia-Mottler, Jeffrey Scheetz, and Robert Sloan

**10. Appointment- Commissioning Services Bid Results**

**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 (“School District”) to retain a qualified firm to provide commissioning and related professional services (“Services”) in connection with its 2020 Capital Improvement Project (the “Project”); and

**WHEREAS**, the School District previously issued a Request for Proposals (“RFP”) for the Services in connection with 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 School District, as a result of the RFP process and the recommendation of the Project Construction Manager, Turner Construction Company, has selected M/E Engineering, P.C. (“M/E”) to provide the Services; and

**WHEREAS**, the School District’s legal counsel, Ferrara Fiorenza, PC in cooperation with the Project Construction Manager has prepared a contract for the 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 M/E to provide the 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, the Superintendent of Schools, or their designee to enter into the approved contract with M/E 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. Upon approval by the Board of Education, this resolution shall take effect immediately.

**11. Budget Transfer**

the below transfer is over \$20,000 and require Board of Education approval. This is necessary for to true up payroll budget codes that are over/under estimate for the remainder of the year.

From	A2110.120-21-1230	Instructional Salary 6	\$42,206.49
To:	A2110.130-21-1240	Instructional Salary 7-8	\$42,206.49
From	A2110.120-12-1230	Instructional Salary K-5	\$33,401.83
To:	A2110.141.00-1261	Sick Bank Instructional	\$33,401.83

**12. Course Name Change- Initial Approval**

at the April CIE meeting, the Council reviewed and approved the following course name change request. A thorough review occurred through the department, the building principal, and finally the CIE as directed in the District Curriculum Procedures Manual.

- ELA Workshop to Writing Workshop

**13. K-5 Math Program Recommendation- Initial Approval**

at the April CIE meeting, the Council reviewed and approved the adoption of the new Everyday Math Program. A thorough review occurred through a pilot program, the building principal, and finally the CIE as directed in the District Curriculum Procedures Manual.

**14. 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.

**15. 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 individuals. 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>
Tammy Brand	Typist-Confidential	6/29/2021	33
Petra Nelson	Teacher Aide	6/30/2021	17

B. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Rayon Hemmings	Bus Monitor FT	Resignation	4/23/21
April Burke	Teacher Aide	Resignation	4/16/2021
Noah Ingalls	Custodial Worker	Resignation	5/28/2021

2. Instructional Personnel

A. Resignation

- 1) James Anderson has resigned from his coaching position of Spring Strength and Conditioning.
- 2) Mark Sutter has resigned from his coaching position of JV Girls Outdoor Track.
- 3) Hannah Cox, Music Orchestra Teacher at the Academy, has resigned from the District effective June 30, 2021.
- 4) Heidi Robb, Assistant Principal of the Primary School, has resigned from the District effective June 30, 2021.

5) 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:

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Samantha Makitra	Special Education Teacher	PS	4/30/2021 – 6/16/2021



6) Interim Substitute

Anne Ceddia, Middle School Assistant Principal, will serve as Middle School Principal effective April 19, 2021 through a date to be determined.

7) Non-Certified Substitute Teacher

the following individual 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.

Alicia Wallace  
Hannah Simpson  
Mark Belles

8) Contract Substitute Teacher

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

Emily Monahan – Primary/Elementary

9) Teacher On Special Assignment

the following staff member for a Special Assignment for the 2021-2022 school year at their current salary:

Kelly Scammell – Dean of Students; Primary-Elementary School

10) Spring Coaches 2020-2021 School Year

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

Leanne Ducharme	JV Boys Outdoor Track
Ryan Horst	JV Girls Outdoor Track
Taryn Windheim	Modified 'A' Boys Tennis

11) Co-Curricular Appointments

the following persons to co-curricular appointments at an apportioned rate per contract:

Heidi Bjorling	Orchestra Director for the Spring Musical
Eric Bateman	Orchestra Director for the Spring Musical
Kelly Godfrey	Orchestra Director for the Spring Musical
Joe Godfrey	Orchestra Director for the Spring Musical
Ryan McNealus	Orchestra Director for the Spring Musical
Greg Kane	Orchestra Director for the Spring Musical

**Board Committee Reports**

**Audit Committee**

Mrs. Pedzich reported on behalf of the Audit Committee which met on April 16. She reported Mr. Fitch presented the draft budget to the Committee and Ms. Laurie Dueland provided her quarterly claims report. The next meeting is scheduled for May 7.



#### Policy Committee

Mrs. Thomas reported on the Policy Committee which met earlier in the day. She provided a First Reading for the below policy:

- Policy 1120 Administrative Organization

The Committee also edited policies that had the word regulation with a capital R to lower case.

#### ***District Committee Reports***

##### Character Education Committee

Mr. Johnson reported on behalf of the Character Education Committee which met earlier in the day. The Committee discussed the reopening plans for UPK-5 and the remaining hybrid for 6-12. Primary has teamed up with Thompson Health for Eat Your Colors and has had a Kindness month with poems.

##### Council for Instructional Excellence (CIE)

Dr. Schneider reported on behalf of CIE which met on April 14. The Committee received an update on the Comprehensive Counseling Plan which will be presented to the Board on May 10. They reviewed a course name change for ELA Workshop to Writing Workshop and an update on a K-5 Math Program. Both were included for initial approval this evening. The next meeting is May 26.

##### Diversity, Equity, and Inclusion Task Force

Mrs. Julianne Miller reported on the Advisory Committee of the Diversity, Equity, and Inclusion Task Force which met on April 20. They continue to refine the feedback that was received from the larger group and work toward a comprehensive plan to bring to the Board in the future.

##### COVID19 Safety Committee

Dr. Schneider reported on her weekly COVID19 Safety Meeting. The Committee discussed the reopening of the Primary-Elementary building in May and discussion about students maintain three feet distance. The Committee is looking into conducting ongoing collection of data of the air in classrooms.

#### ***Closing Remarks***

Superintendent Farr noted that in the minutes Mr. Matt Ward is to be appointed a .5 Varsity Boys Indoor Track.

#### ***Upcoming Events***

- April 21- Community Forum
- April 21- Policy Committee
- April 21- Character Education Meeting
- April 21- Regular Board Meeting
- April 28- Special Board Meeting
- May 7- Audit Committee
- May 10- 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 7:30 p.m. The next Regular meeting will be on May 10, 2021 as a Zoom meeting streamed live on YouTube at 6:30 p.m.

Respectfully submitted,

Deborah Sundlov  
District