

The Regular meeting of the Canandaigua City School District Board of Education was held on Monday, June 21, 2021 at 6:01 p.m. via a YouTube 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

**BOARD DISTRICT CLERK:** Deborah Sundlov

**OTHERS PRESENT:** Carlyn Bjorling

### ***Executive Session***

Upon a motion made by Dr. Schneider, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved calling an Executive Session at 6:01 p.m. discuss collective negotiations of the Monitor contract.

### ***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 at 6:08 p.m.

*The board took a break from 6:08 p.m. – 6:30 p.m.*

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

Superintendent Farr noted three edits in the June 7, 2021 minutes to be approved; the resignation of Ms. Michelle Reynolds to accept an Assistant Principal position is effective June 30, 2021, and the effective dates of both Ms. Diane Richardson and Ms. Angela Osso-Carbonaro is effective July 1, 2021. These changes will now be reflected in the minutes.

### ***Student Representative***

Carlyn Bjorling reported on a few recent events including the Grad Walk to the Primary-Elementary and Middle Schools, senior prank with Mrs. Logue, Mr. Boylan and Mrs. Burke jumping in the pool, eighth grade walk to the Academy, girl's lacrosse team winning sectionals, musical showing of *Misbehavin' in the 20's*, and finally graduation this upcoming weekend.

### ***Minutes***

Upon a motion made by Mrs. Birx, seconded by Mr. Johnson, with all present voting yes, the Board of Education approved the Regular Board Meeting of June 7, 2021.

**APPROVED: MINUTES**

### ***Warrant Review***

Upon a motion made by Mrs. Pedzich, seconded by Mr. Polimeni with all present voting yes, the Board of Education approved the May Warrants.

**APPROVED: WARRANTS**

- A-83 General 13700-13748 (Check Print)
- A-84 General 9006123-9006183 (ACH)
- A-85 General 13699, 13749-13751 (In House)
- A-87 General 13754-13826 (Check Print)

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A-88 General 9006184-9006248 (ACH)- Void Check #9006225  
A-89 General 13752-13753 (In House)  
C-21 Cafeteria 2314-2324  
C-22 Cafeteria 2325-2328  
F-37 Federal 669-670 (Check Print)  
F-38 Federal 9000224-9000225 (ACH)  
F-39 Federal 671-673 (Check Print)  
F-40 Federal 9000226 (ACH)  
H-30 Capital 9000069-9000070 (ACH)  
H-31 Capital 9000071-9000072 (ACH)

### **Presentation**

Strategic Plan- Spring Update

Jamie Farr and Matt Schrage will provide an update on the District Strategic Plan by highlighting events that occurred between the February update and the end of the year. They provided a pictorial review of the four goals across the strategic plan; 1. Enhance Organizational Systems and Practices to Improve Teaching and Learning; 2. Continuously Improve District Operations; 3. Cultivate and Equitable and Inclusive School Environment; and 4. Expand Opportunities

### **Consensus Agenda**

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

#### **APPROVED: CONSENSUS AND SUPPLEMENTAL AGENDA**

### **Business**

#### **1. Course Name Change- Final Approval**

at the May 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.

- IB Applications SL change to IB Math Analysis and Approaches SL

#### **2. Surplus Books**

the request of Mrs. Marissa Logue, Academy Principal, to declare as surplus items a classroom set of Mathematics for the International Student Math SL. This book is no longer use and the course is no longer offered by the IB program.

#### **3. Agreements**

a Professional Services Agreements for the 2021-2022 school year with the following translation services, to assist our English Language Learners and their families.

- ME Service Communications, Inc. will provide written and oral translation from World Languages to English and English to World Languages.
- Propio Language Services will provide phone and written interpretation/translation services.

an agreement with At-Risk International and Mark Concordia for school safety and violence prevention training.

#### **4. District Safety Plan**

of the District Safety Plan. The updated plan was posted on the District website on May 7, 2021 and a public hearing was held on June 7, 2021.

#### **5. Budget Transfer**

the below transfer is over \$20,000 and requires Board of Education approval. Based on the recommendation of the Superintendent/Business Official the Board declares the deficit (or current year loss) in the School Lunch Fund an ordinary contingent expenditure and authorizes a transfer.

From:	A2250-490-00-000	Special Programs BOCES Services	\$240,000
To:	A9901-900-00-CAFE	CAFE	\$240,000

#### **6. Financial Reserve Plan**

of the Financial Reserve Plan for the Fiscal Year July 1, 2020-June 30, 2021.

#### **7. Chromebook Sale**

to sell 300 Dell 3189 Chromebooks and chargers to the class of 2021 at the price of \$35 each.

#### **8. New Club**

the request of Mrs. Marissa Logue for a new club called **Distributive Education Clubs of America (DECA)** to prepare emerging leaders and entrepreneurs for careers in marketing, finance, hospitality, and management. The unpaid advisor will be Ms. Kaitlyn Estes.

#### **9. Mural Club Volunteers**

approval for the below volunteers for the Summer Workshop with Ms. Courtney Austin and Ms. Danielle Consual for Mural Club this summer:

Caitlyn Newhook, Sylah Money, Gabbi Farr, Avery Rowland, Cole Harris, Caelyn Burke, Karenna Muscato, Evie Kruger, Sydney Ross, Kate Martin, Addison Dillon, Helin Engin, Molly Butler, Maddie Smith, Avery Sobey, Lex Botts, Sarah VonRhede, Jillian Campbell, Casey Robinson, Isabelle Cook, Stella Olivieri, Abbie McKeegan, Hannah Lloyd, Aimee Hawkins, Sandra Botts, and Kate Symond

#### **10. Donation**

a donation in the amount of \$500 from Rochester Regional Library Council for the Canandaigua Middle School being awarded School Library of the Year. This money will be used to purchase virtual books.

#### **11. Surplus Items**

the request of Mr. John Arthur, Middle School Principal, to declare as surplus items the below items that have reached the end of their useful life.

- Heimer Flute- No serial number
- ElDeford Flute- No serial number
- Artley Flute- 297122V
- Vito Clarinet- 07894A
- Bundy Oboe- B23404
- Yamaha Clarinet left hand with Bundy right hand and bell (no barrel)- No serial number
- Moenig Bassoon- 11872
- Conn Baritone Saxophone- 11820
- Selmer Tenor Saxophone- m282689



- Yamaha Baritone Saxophone- 003123
- 50 copies- *LifeSkills Training Student Guide 3*- ISBN 0-933665-17-2, Copyright 2000
- 27 copies- *The 7 Habits of Highlight Effective Teens*- ISBN 0-684-85609-3, Copyright 1998
- 7 copies- *Teen Health Course 2*- ISBN 0-02-652566-6, Copyright 1996
- 5 copies- *Risk Watch Safety Program Grades 7 and 8*, Copyright 1998

## **12. Student Teacher Placement- Fall Semester- Changes**

the request of Mrs. Emily Bonadonna, Primary School Principal; and Mr. Brian Amesbury, Elementary Principal, for: (*originally approved April 5, 2021*)

- Sarah Kelly, SUNY Geneseo with Jen Bay, 9/7-10/22/2021
- Emily Button, SUNY Geneseo with Maureen Kanaley-Messina, 9/7-10/22/2021
- Jenna Willey, SUNY Geneseo with Darlene Daley, 10/28-12/17/2021
- Jessica Bartels, Hobart William Smith with Ann Gleason, 9/7-12/10/2021

## **13. Funding of Reserves**

**WHEREAS**, in compliance with Education Law Section 3653, the Board desires to authorize the transfers pursuant to its Reserve Fund Plan;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Canandaigua City School

District does hereby approve the following reserve funds transfers:

- Transfer of up to \$1,000,000 to the **Retirement Contribution Reserve Fund** created in accordance with General Municipal Law Section 6-r from unappropriated fund balance;
- Transfer of up to \$300,000 to the **Employee Benefit Accrued Liability Reserve Fund** created in accordance with General Municipal Law Section 6-r from unappropriated fund balance;
- Transfer of up to \$530,000 to the **Teacher Retirement Contribution Reserve Fund** created in accordance with General Municipal Law Section 6-r from unappropriated fund balance;
- Transfer of up to \$3,500,000 to the **2021 Capital Reserve Fund** created in accordance with
- General Municipal Law Section 6-m from unappropriated fund balance;
- Transfer of up to \$1,479,574 to the **2017 Capital Equipment Reserve Fund** created in accordance with Education Law Section 3651 from unappropriated fund balance;
- Transfer of up to \$342,000 to the **Workers' Compensation Reserve Fund** created in accordance with General Municipal Law Section 6-j from unappropriated fund balance;

## **14. Change Order Food Service Preparation Trailer at Primary School**

approval of \$60,000 change order for temporary food service trailer and utilities at the Primary School as a part of the 2020 Capital Improvement Project.

## **15. Change Order COR-001**

approval of \$250,937 change order for renovations associated with conversions of classrooms at the Elementary School to Promethean boards as a part of the 2020 Capital Improvement Project. This includes \$134,463 in work associated with General Construction contract with DiPasquale Construction Inc and \$116,474 in work associated with Electrical Construction contract with Billitier Electric.

## **16. 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.

**17. 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>
Christine DeRycke	Teacher Aide	6/24/2021	7
Deborah Wingate-Clark	School Bus Driver	6/26/2021	7

B. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Hsiao Huang	Teacher Aide	Resignation	6/18/2021

C. Appointments

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

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Nicole Majewski	Teacher Aide	6/8/2021	\$12.60/hr.
Jessica Damiano	Substitute Teacher Aide	6/22/2021	\$12.50/hr.
Robert Fredericks	School Bus Driver Trainee	6/16/2021	\$12.50/hr.
Brianna Liddiard	Teacher Aide	9/7/2021	\$12.60/hr.
Hannah Godfrey	Student Helper	7/6/2021	\$12.50/hr.
Julia Tricomi	Student Helper	7/6/2021	\$12.50/hr.
Olivia Spinelli	Student Helper	7/6/2021	\$12.50/hr.
Marcus Smith	Student Helper	7/6/2021	\$12.50/hr.
Lillian Cooke	Student Helper	7/6/2021	\$12.50/hr.
Joanne Relyea	Library Aide	9/7/2021	Current Rate

Extended School Year Special Education Summer School Program 2021

1) the following staff have for the Summer School Program at the contractual rate:

**12:1:1 Program and Ratio Aides (8:30-1:30)**

Bobbette Bailey	Wendy Buskey	Mary Connor
Linda Gerstner	Sue Hockenberry	Diane Ludwig
Cynthia Lyke	Tammy Moore	Bridgett Mussaw
Annmarie Reed	John Rivera	Mary Santella
Corey Sliwka	Camelia Sheesley	Elsie Tarlach
Tricia Vattimo	Mary Jane Welch	Vicki White

**15:1- Program/ Ratio Aides**

Val Catalfamo	Amy McCarthy	Eric DeVoll
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2) Summer School Program 2021

the following 10-month employees to work during the Summer School Programs at their current contractual rates:

Rose Chappell	Cook Manager
Soon Jo	Cook Manager
Teresa Pulver	Cook Manager
Siu Tsui Chuk	Cook
Brenda Hoff	Cook
Kimberly Penner	Asst. Cook
Rochelle Deleo	Food Service Helper
Terry Dillon	Food Service Helper
Toby Evans	Food Service Helper
Tracy Falkey	Food Service Helper
Laurie Keppeler	Food Service Helper
Linda Milligan	Food Service Helper
Lois Myers	Food Service Helper
Linda Savage	Food Service Helper
Christine Shay	Food Service Helper
Marykay Spanagel	Food Service Helper
Mary Jane Welch	Teacher Aide
Betsy Taylor	Teacher Aide

2. Instructional Personnel

A. Leave of Absence

Stephanie Scheemaker, 1<sup>st</sup> Grade Teacher, for a leave of absence from September 1, 2021 through October 31, 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 employee. 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 **Mitchel Segbers** who received his Bachelor’s degree in Health & Physical Education from Syracuse University. He earned his Master’s degree in Sport Administration from the University of Northern Colorado. He has been working as a substitute teacher for the District for the past two years. Mr. Segbers is appointed to a 1.0 FTE 4-year probationary Physical Education Teacher position with a tenure area of Physical Education effective September 1, 2021. This position is available as a result of a retirement.

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Step/Rate</u>
Mitchel Segbers	Physical Education	9/1/2021	Step 1



2) 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>
Anna Domiano	Speech & Language Therapist	ES	9/8/2021 – 10/31/2021

3) Extended School Year Special Education Summer School Program 2021

the following staff for the Summer School Program at the contractual rate:

**12:1:1 Professional Staff (8:00-1:30)**

- Carly Camp- Special Education Teacher
- Lisa Cooke - Special Education Teacher
- Beth Doud- Special Education Teacher
- Morgan Mahoney- Special Education Teacher
- Carol Nicholson - Special Education Teacher
- Chris Rodriguez- Special Education Teacher

**15:1 Professional Staff (8:00-11:30)**

- Morgan Amberg- Special Education Teacher
- Angel Clark- Special Education Teacher
- Julie Lawrence- Special Education Teacher

**Related Service Providers:**

- Chris D’Amato- Physical Therapist
- Anna Domiano- Speech and Language Pathologist

**School Nurses**

- Jill Cross
- Jacqui Tessina

**Summer School Coordinator**

- Rebecca Kraft- Middle School

4) Summer School Program 2021

the following staff have for the Middle School Summer School Program at the contractual rate:

Jacqueline Corbett	Mathematics
Colleen Jorolemon	ELA
Brian Crnkovich	Mathematics
Tedra Gerstner	ELA
Angela Dana	Reading
Maria Wade	Social Studies

5) Contract Substitute Registered Nurse

the following individual to a Contract Substitute School Nurse position for the 2021-2022 school year for 300 hours at \$20 per hour:

- Jenna Wilson





6) Individual Contracts

(a) from the Board of Education to allow the Superintendent and the Board President to finalize the following individual contracts:

- Dennis Bradley- Information Technology Analyst II
- Barbra Sweet- Tax Collector
- Linda Eames- Secretary to the Assistant Superintendent of Business
- Laurie Dueland- School Auditor
- Debora Bowen- Head Bus Driver/Trainer
- Diane Kemp- Secretary to the Assistant Superintendent of Instruction

(b) for the Board President to finalize the Superintendent contract:

- Jamie Farr- Superintendent

7) Non-Certified Substitute Teachers

the following individuals 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.

- Jessica Damiano
- Gwendolyn Catalano

8) 2020-2021 Co-Curricular

the following individuals to a Co-Curricular appointment at a rate in accordance with contract:

- Kiwanis Kids Club
- Amanda Harris (0.5 FTE); Meg Smith (0.5 FTE)

9) Tenure Appointments

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 member:

<u>Name</u>	<u>Tenure Area</u>	<u>Effective</u>
Danielle Consaul	Elementary	9/1/2021
Jean Hoyt	Elementary	9/1/2021
Samuel Marren	Special Education	9/1/2021
Sarah Massey	Elementary	9/1/2021
Oreshya Peterson	Special Education	9/1/2021
Patrick Davis	Art	9/1/2021
Laura Corey	Speech	9/1/2021
Sara D'Ambrosio	Social Studies	9/1/2021
Charles DeTaeye	Physical Education	9/1/2021
Shane Driffill	Special Education	9/1/2021
Kaitlyn Estes	Business	9/1/2021
Jeremiah Johnson	Science	9/1/2021
Michelle Marsh	Teaching Assistant	9/1/2021
Theresa Morabito	Special Education	9/1/2021
Myra Morgan	Science	9/1/2021
Jennifer Rotz	Teaching Assistant	9/1/2021
Sarah Vassello	Elementary	9/1/2021
Jonathan Zacharias	Elementary	9/1/2021

**End of Consensus Agenda**



### ***Diversity, Equity, and Inclusion Update***

Superintendent Farr began by stating a task force was created and changed with creating a plan for our district. They were tasked to create a sustainable Diversity, Equity, and Inclusion Plan which aligns with the New York State Board of Regents expectation that all school districts and institutions of higher education develop and implement policies and practices that advance diversity, equity, and inclusion. The Committee focused on the District Vision and Mission. Mrs. Miller stated there were three main goals; 1. Affirm the dignity and humanity of all people; 2. Embrace historical truths of all people in order to develop perspective; and 3. Recognize and confront bias, inequity, and discrimination in our community. The Pillars of the DEI Plan are 1. Student Experiences; 2. Teaching and Learning; 3. Leadership and Staff; 4. Policy and Procedures; and 5. Family and Community. Tasks for the 2021-2022 school year would be to 1. Complete an Equity Audit and use the results to inform the creation of an action plan for future years; 2. Professional learning opportunities and 3. Develop bias incident response protocols for staff, students, and families. Going forward there will be two committees a DEI Advisory Group and a Building Based DEI Committee. The DEI Task Force will meet, on occasion, as the Advisory Group needs to seek feedback and reflect on progress. Superintendent Farr thanked the Task Force for their work over the past year. In closing Superintendent Farr showed senior, Mohammad Damlakhi's Class of 2021 speech.

The Board of Education endorsed the Diversity, Equity, and Inclusion Plan and to move forward with the recommendations.

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

Council for Instructional Excellence (CIE)

Dr. Schneider reported on the June 9 CIE meeting. The Committee received a Science Pilot update discussing how it will be extended into the 2021-2022 school year; Final World Language recommendations; Professional Learning Plan update from Dr. McFarland; and an update on Federal Stimulus Funding under the CARES Act and American Recovery Plan.

COVID19 Safety Committee

Dr. Schneider reported out on the recent COVID19 Safety Committee meeting. The Committee is anticipating state level changes for next year that they will focus on. The Committee will meet once in July and twice in August.

### ***Closing Remarks***

Mrs. Grimm and the Board thanked Mrs. Birx for her service to the district.

Superintendent Farr noted there are zero COVID cases in the district today.

### ***Upcoming Events***

- June 26- Graduation at Bristol Mountain
- July 1- Reorg Meeting- 8:00 a.m.- Via Zoom
- July 5- Fourth of July Holiday Recognized
- July 26- Regular Board Meeting
- August 30- Regular Board Meeting
- September 6- Labor Day
- September 7-8- Superintendent Conference Day
- September 9- First Day of School for Students
- September 13- 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 7:32 p.m. The next meeting is the Reorganizational meeting to be held on July 1, 2021 as a Zoom meeting streamed live on YouTube at 8:00 a.m.

Respectfully submitted,

Deborah Sundlov  
District Clerk