

The Regular meeting of the Canandaigua City School District Board of Education was held on Monday, February 6, 2023 at 5:45 p.m. at the Operations Center, President Grimm presiding.

**BOARD MEMBERS PRESENT:** Jeanie Grimm, Amy Calabrese, Milton Johnson, Julianne Miller, John Polimeni, Jen Schneider, Jenny Tessendorf, Beth Thomas

**BOARD MEMBERS ABSENT:** Megan Personale

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

**BOARD DISTRICT CLERK:** Deborah Sundlov

**OTHERS PRESENT:** Carissimo family, Teresa Keyes, Corey Keyes, Linda Favata, Amanda Harris, Carrie McKeegan, Jennifer Frary, Holly Wolf, Carol Nicholson, Debbie Gardner, Tom Gillette, Melanie Smith, Meghan Cabral, Emily Luna, Matthew Uttaro, others not signed in

### ***Executive Session***

Upon a motion made by Ms. Tessendorf, seconded by Mrs. Miller, with all present voting yes, the Board of Education approved calling an Executive Session at 5:45 p.m. to discuss the employment of eleven particular persons.

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

Upon a motion made by Mrs. Thomas, seconded by Mrs. Calabrese, with all present voting yes, the Board of Education returned to Open Session at 6:10 p.m.

*The board took a break from 6:10 p.m. to 6:30 p.m.*

### ***Pledge of Allegiance to the Flag***

Mrs. Grimm called the meeting to order at 6:30 p.m. with first grader Adelina Carissimo leading all in the Pledge of Allegiance.

### ***Commendation***

Upon a motion made by Mr. Polimeni, seconded by Mr. Johnson, with all present voting yes, the Board of Education approved the below Commendation

#### **APPROVED: COMMENDATION**

*Whereas, Meghan is a Spanish Teacher in the Canandaigua City School District; and*

*Whereas, Meghan has met the professional standards for National Board Certification set by the Board of Directors of the National Board for Professional Teaching Standards; and*

*Whereas, Meghan has been awarded the National Board Certification in World Languages- Early Adolescence through Young Adulthood-Spanish; and*

*Whereas, the Board of Education of the Canandaigua City School District commends Meghan for maintaining high and rigorous professional standards for herself as to what teachers should know and be able to do; and*

*Whereas, Meghan is commended for participating in a national voluntary system to affirm that she meets such standards; and*

*Be it Resolved, that Meghan is commended for being a role model of professionalism for the*

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*staff and students of the Canandaigua City School District and the Greater Canandaigua Community; and*

*Be it Further Resolved, that Meghan is commended for her dedication to the  
“Five Core Propositions” of the National Board for Professional Teaching Standards:*

- 1. Teachers are committed to students and their learning.*
- 2. Teachers know the subjects they teach and how to teach those subjects.*
- 3. Teachers are responsible for managing and monitoring student learning.*
- 4. Teachers think systematically about their practice and learn from experience.*
- 5. Teachers are members of learning communities.*

### ***Superintendent’s Report***

Superintendent Farr provided the Board an update on the School Symbol/ Name. The Stakeholder Committee met on January 26, 2023. They reviewed the draft regulation, letter that was sent to Commissioner of Education Betty Rosa and President of Seneca Nation Rickey Armstrong, and response from President Armstrong. After much debate and discussion, the stakeholder group decided a survey at this time would not be the next step, but instead a brief video with information bringing providing background and where we stand with the process. Superintendent Farr instead will be hosting a live webinar on February 16 at 6:00 p.m. and will share the process and provide time for questions and answers. After this, a survey will be created and issued.

### ***Board Student Representative***

Neil Stringer provided the board with updates on school happenings. Daily Black History Month trivia questions are being said over the announcements, report cards were issued February 3, graduation date has been confirmed as June 25, 100-day celebration is scheduled for March 16, and senior sunset for June 11. The music department is holding a citrus sale for their Nashville trip, a pop-up breakfast is scheduled for the Academy, the Middle School is preparing for the musical, *Newsies, Jr.*, and the Academy is preparing for *The Addams Family*.

### ***Public Comments***

The following district residents made public comments: Carrie McKeegan, Amanda Harris, Jennifer Frary, and Melanie Smith.

### ***Board Meeting Minutes***

Upon a motion made by Mrs. Calabrese, seconded by Mr. Johnson, with all present voting yes, the Board of Education approved the January 23, 2023 Regular Board Meeting minutes.

**APPROVED: MINUTES**

### ***January 2022 Warrant Review***

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

A-65 General 9008345-9008392 (ACH)  
A-66 General 16516-16572 (Check Print)  
A-67 General 16509-16515, 11507478, 2023010401, 11527967 (In House)  
A-70 General 9008393-9008448 (ACH)  
A-71 General 16588-16654 (Check Print)  
A-72 General 16573-16587 (In House)  
C-12 Cafeteria 2710-2722  
C-13 Cafeteria 2723-2724  
F-26 Federal 9000398 (ACH)  
F-27 Federal 860-864 (Check Print)

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F-28 Federal 9000399-9000402 (ACH)  
F-29 Federal 865 (Check Print)  
H-24 Capital 538 (Check Print)  
H-25 Capital 9000174-9000175 (ACH)  
H-26 Capital 9000176-9000178 (ACH)  
H-27 Capital 539-545 (Check Print)

### ***Educational Presentation- Strategic Plan Update***

Mr. Matt Schrage, Assistant Superintendent for Instruction, shared a mid-year update on our progress toward the achievement of our four strategic goals:

1. Enhance Organizational Systems and Practices to Improve Teaching and Learning
2. Continuously Improve District Operations
3. Cultivate and Equitable and Inclusive School Environment
4. Expand Opportunities

### **Consensus Agenda**

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

**APPROVED: CONSENSUS AND SUPPLEMENTAL AGENDAS**

### **Business**

#### **1. Annual Election and Budget Vote**

That pursuant to Section 2606 of the Education Law that the date of May 2, 2023 be designated as the day of registration for the School Board Election and Budget Vote to be held on Tuesday, May 16, 2023; that the place of registration be designated as the Administrative Offices, 143 North Pearl Street, Canandaigua, New York; that the hours of registration be designated as from 8:00 a.m. through 4:00 p.m. on May 2, 2023; and that the Board of Registration consist of Paula Traber and Keith Pedzich.

That pursuant to Sections 2606 and 2602 of the Education Law that the Canandaigua Primary-Elementary School, West Gibson Street, Canandaigua, New York, and Cheshire Fire Department, 4285 State Route 21, Canandaigua, New York, be designated as the locations where the Annual School Board Election and Propositions for Budget Vote and other Approved Propositions will be held on Tuesday, May 16, 2023 and that the hours for the polls to be open be designated as from 7:00 a.m. to 9:00 p.m.

#### **2. Donation**

acceptance of a \$2,000 donation check from a “**Glover-Crask Charitable Fund**” through KeyBank. The check is made out to Canandaigua Sports Program to be used for program support.

#### **3. Internship**

approval for Audra Ahl, who is working on her SDBL certification through St. Rose, to complete her internship this spring/summer.

#### **4. Volunteers**

the request of Mrs. Marissa Logue, Academy Principal, for the below volunteers:

- **Elle Zietvogel** an RN who has volunteered to help with the distribution of medication on the Music Nashville trip.
- **Bobby Ellis** to help with the Black and Brown Student Union Club.

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**5. New Club**

the request of Mrs. Marissa Logue for the below new clubs:

- **Ping Pong Club-** The club will focus on having fun and bringing all from different backgrounds and demographics together. Because everyone in the club will be playing with or against each other, relationships will foster and students will find themselves enjoying time without technology. The unpaid advisor is Mr. Ducharme.
- **Student Technical Services-** The club will allow students to gain hands-on experience with technology by supporting the district 1:1 Chromebook initiative, digital signage, and other opportunities. The unpaid advisor is Mr. TeWinkle.

**6. 2023-2024 School Calendar**

Approval of the 2023-2024 school calendar.

**7. Budget Transfer**

the below budget transfer is over \$20,000 and require Board approval. This is to cover the roof repair at the Primary-Elementary School due to wind damage. This is to be covered by insurance less deductible.

From: A9060.800-00-0000	Health Insurance	\$ 73,000
To: A1621.400-00-ROOF	Maintenance-Roof Repair	\$ 73,000

**8. Agreements**

an agreement between CMAC Operations LLC and Canandaigua City School District for graduation at CMAC on Sunday, June 25, 2023.

an Intermunicipal Cooperation Agreement with the County of Ontario A to prepare school tax bills for the 2023-2024 school year.

**9. New Scholarship**

the request of Mrs. Marissa Logue for a new scholarship: **Dr. Richard Hallstead Memorial Scholarship**. This scholarship in the amount of \$1,000 will be awarded to a college-bound high school senior based on demonstrated academic achievement, financial need, and an expressed interest in pursuing a career in dentistry.

**10. Athletic Trip- Initial**

Mrs. Caroline Chapman, Interim Athletic Director, is requesting initial approval of the below trip:

- Girls Varsity Lacrosse, Boston, MA, April 1-3, 2023

**11. Field Trip- Final Approval**

the request of Mrs. Marissa Logue, for final approval for the below field trip:

- 1<sup>st</sup> Amendment 1<sup>st</sup> Vote Club, Waterloo, NY, March 29-30, 2023 (*initial 1/9/2023*)

**12. Athletic Student Internship**

the request of Athletic Department for **Andrew Macri**, an Academy Alum, to complete his 60 hours in athletic management as part of his program at SUNY Brockport. He will be volunteering at athletic events.

### 13. Appointment

the appointment of Brian Nolan, Assistant Superintendent of Personnel and Support Services, as the Chief Emergency Officer for the 2022-2023 school year.

### 14. Surplus Books

the request of Mr. John Arthur, Middle School Principal, to declare as surplus the below items:

- Fountas and Pinnell Benchmark Assessment Kit 1
- Fountas and Pinnell Benchmark Assessment Kit 2
- Leveled Literacy Intervention Kit- Purple Level - one kit
- Qualitative Reading Inventory 4
- Junior Great Books Series 6 - 9 copies
- Junior Great Book Series 7 - 4 copies
- Scholastic Critical Reading Series-25 copies
- Developmental Reading Assessment (DRA) Materials
- Rigby Leveled Readers
- Scott Foresman Grade 3 Readers

### 15. Change Order

of the following change order for the 2020 Capital Improvement Project- Phase 1, COR-140, CB-262 Additional ACM in Elementary Crawlspace, as follows:

- GC- 207- Additional work at Elementary- \$65,248.

### 16. Recommendations of the Committee on Special Education

of the Committee on Special Education meeting dates of: November 28, 2022, December 7, 2022, December 9, 2022, December 15, 2022, December 22, 2022, January 3, 2023, January 5, 2023, January 6, 2023, January 9, 2023, January 11, 2023, January 12, 2023, January 16, 2023, January 17, 2023, January 19, 2023, and January 20, 2023.

## Personnel

### 1. Non-Instructional Personnel

#### A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Pearl Jones	Food Service Helper	Termination	1/24/2023
Mia Coleman Lawrence	School Monitor	Resignation	2/17/2023

#### B. Appointments

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

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Kayla Ratka	School Monitor	2/6/2023	\$14.70/hr.
Michelle Birmingham	School Monitor	2/6/2023	\$14.70/hr.
Raymond Pruitt	Information Support Technician I	2/7/2023	Per Contract
Donnette Boucher	Food Service Helper	2/7/2023	\$15.00/hr.
Robin Dietschler	School Bus Driver	1/25/2023	\$24.18/hr.
Marilyn Ruiz	School Bus Monitor	2/6/2023	\$14.70/hr.
Kellie Fowler	Teacher Aide	2/7/2023	\$14.75/hr.
Marilyn Ruiz	Substitute School Monitor	2/6/2023	\$14.20/hr.

2. Instructional Personnel

A. Leave of Absence

- 1) of Tammy Franz, Business Teacher at the Academy, for a leave of absence for the 2023-2024 school year.

3. Instructional Personnel

A. Resignation for the Purpose of Retirement

Resignations for 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 youth of the Canandaigua City School District.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service</u>
Vernon Tenney	Coordinator of Support Services	6/30/2028	28
Brian Dermody	Science Teacher	6/30/2023	25

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 Kaylee Kelley, who has worked for the District as a Foreign Language Teacher since 2015 and received tenure in that area in 2018. Ms. Kelley worked as an Intervention Teacher at the Elementary school for the 2022-2023 school year. She will return to her previous tenured position as a 1.0 FTE Foreign Language Teacher July 1, 2023.

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Step/Rate</u>
Kaylee Kelley	Childhood Ed 1-6; Literacy B-6; Spanish 5-9; Spanish 7-12	7/1/2022	Continuation of Current Step Schedule

2) Interim Substitute Teacher

the following individuals for 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>
Sabrina Dziubek	3 <sup>rd</sup> Grade Teacher	Elementary School	2/7/2023-6/23/2023
Evan Wong	Health Teacher	Middle School	1/17/2023-2/17/2023

3) Mentors

the following individuals to Mentor assignments for the 2022-2023 school year at the contractual rate:

- Brandon Herod for Payton Dziekan, Elementary School- Effective 1/30/2023  
Reilly Figenschers for Jessica Mattioli, Academy- Effective 1/30/2023

4) Contract Substitute Teacher

the following individual to Contract Substitute Teacher positions for the 2022-2023 school year at the contractual rate:

Alexandra Wagner, Academy, Effective 2/2/2023

5) Certified Substitute Teacher

the following to Certified Substitute Teacher positions conditional upon criminal history clearance from the New York State Education Department where applicable.

Kathy Keating – Preferred

***End of Consensus Agenda***

**Board Committees**

**Audit Committee**

Mr. Milton Johnson reported on behalf of the Audit Committee which met on February 3, 2023. The Committee received the quarterly claims audit, foundation aid for the upcoming 2023-2024 school year and were provided an updated on the final tax collection. The next meeting is March 3.

**Policy Committee**

Mrs. Beth Thomas reported out on behalf of Policy Committee and submitted the below policy for a first reading:

> Policy 1120- District Organization Chart- First Reading

The below policy was pulled from a first reading for further review:

> Policy 3320- Use of Video and/or Audio Recording Devices in Classrooms- First Reading

***District Committee Reports***

**Character Education Committee**

Superintendent Farr reported on behalf of the Character Education Committee which met on January 26, 2023. The Committee met with several community partners to plan a Fifth Saturday (April 29, 2023). The next meeting is March 23.

**Diversity, Equity, and Inclusion Task Force**

Mrs. Julianne Miller reported on behalf of the DEI Task Force which met on January 31, 2023. The Committee spent time preparing for the upcoming equity walks, which is part of the equity audit.

***Upcoming Events***

- February 8- CIE Committee
- February 10, 11, 12- Middle School Musical
- February 14- District Level Spelling Bee
- February 15- District Orchestra Concert
- February 20- Presidents Day
- February 21-24- Winter Break
- March 6- Regular Board Meeting
- March 8- CIE Meeting
- March 20- Regular Board Meeting



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***Adjournment***

Upon a motion made by Mrs. Calabrese, seconded by Mr. Johnson, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 7:16 p.m. The next Regular meeting will be on March 6, 2023 at 6:30 p.m.

Respectfully submitted,

Deborah Sundlov  
District Clerk