

The Reorganizational meeting of the Canandaigua City School District Board of Education was held on Thursday, July 13, 2023 at 8:00 a.m. at the District Office, District Clerk Sundlov presiding.

BOARD MEMBERS PRESENT: Jeanie Grimm, Megan Personale, Jen Schneider, Jenny Tessendorf, Beth Thomas

BOARD MEMBERS ABSENT: Amy Calabrese, Milton Johnson, Julianne Miller, John Polimeni

LEADERSHIP TEAM PRESENT: Jamie Farr

LEADERSHIP TEAM ABSENT: Brian Nolan, Matt Schrage, Matt Fitch

BOARD DISTRICT CLERK ABSENT: Deborah Sundlov

OTHERS PRESENT:

Ms. Sundlov called the meeting to order at 8:00 a.m. leading all in the Pledge of Allegiance.

Oath of Office - Re-elected Megan Personale and John Polimeni

The Oath of Office was administered by Ms. Sundlov to Mrs. Megan Personale. Mr. John Polimeni will complete his oath of office at the District Office.

Election of President for 2023-2024 and Oath of Office - District Clerk

Ms. Sundlov asked for nominations for Board President. Upon a motion made by Mrs. Thomas, seconded by Mrs. Personale, with all present voting yes, and with no other nominations the Board of Education approved the appointment of Mrs. Jeanie Grimm as Board President. Ms. Sundlov administered the Oath of Office to Mrs. Grimm.

APPROVED: BOARD PRESIDENT

Election of Vice President for 2022-2023 and Oath of Office

President Grimm asked for nominations for Board Vice President. Upon a motion made by Ms. Tessendorf, seconded by Mr. Johnson, with all present voting yes, and with no other nominations the Board of Education approved the appointment of Mrs. Julianne Miller as Board Vice President. Mrs. Miller will complete her oath of office at the District Office.

APPROVED: BOARD VICE PRESIDENT

Oath of Office - Superintendent

Mrs. Grimm administered the Oath of Office to Superintendent Farr.

Appointments, Designations and Authorizations

Upon a motion made by Mrs. Thomas, seconded by Ms. Tessendorf, and with all present voting yes, the Board of Education approved the appointments, designations and authorizations.

APPROVED: APPOINTMENTS/AUTHORIZATIONS

1. **Appointments** ~ Oath of Office will be completed at this meeting or soon after and kept on file.

a) Appointment of District Treasurer

appointment of **Cullen Spencer** as District Treasurer for the 2023-2024 school year.

b) Appointment of District Clerk

appointment of **Deborah Sundlov** as District Clerk for the 2023-2024 school year.

c) Appointment of District Clerk Pro Tem

appointment of **Jeanie Grimm** and **Matt Fitch** as District Clerk Pro Tem for the 2023-2024 school year.

d) Appointment of Claims Auditor

appointment of **Jill Ehrlinger** as Claims Auditor for the 2023-2024 school year.

e) Appointment of Deputy Claims Auditor

appointment of **Coletta Perkins** as Deputy Claims Auditor for the 2023-2024 school year.

2. Designations of Depositories

designate JP Morgan Chase & Co., Canandaigua National Bank and Trust Company, and Five Star Bank as depositories for the funds belonging to the school district during the 2023-2024 school year; and that the Tax Collector be instructed to deposit daily, taxes received from October 1 to December 31 in the General Account at the Canandaigua National Bank and Trust Company and to the special Tax Account at JP Morgan Chase & Co. and to deposit taxes at in a timely manner not to exceed one business day.

The accounts in the aforementioned banks shall not exceed the following amounts:

- J.P. Morgan Chase & Co. \$80,000,000
- Canandaigua National Bank and Trust Company \$80,000,000
- NYCLASS \$80,000,000
- Five Star Bank \$15,000,000

3. Designation of Official Newspaper

designate the *Canandaigua Daily Messenger, Gannett Co., Inc.* as the official newspaper of the District.

4. National School Lunch Program

the District Clerk to sign renewal forms and monthly reports for participation in the National School Lunch Program.

5. Designation of the 504 and Title IX Coordinator

authorizing **Vernon Tenney** to serve as the 504 Coordinator for all District students and **Brian Nolan** to serve as the 504 Coordinator for all District personnel and Title IX Coordinator in the Canandaigua City School District for the 2023-2024 school year.

6. Authorizations

District Functions

authorize the following persons to perform the function specified for the 2023-2024 school year:

- a) Certification of Payrolls - **Matt Fitch**, Assistant Superintendent for Business; **Brian Nolan**, Assistant Superintendent for Personnel and Support Services, as alternate
- b) Signatories on Checks - **Cullen Spencer**, Treasurer
- c) Budget Transfers not to exceed \$20,000 - **Jamie Farr**, Superintendent of Schools
- d) Approval of Change Orders up to \$35,000 - **Jamie Farr**
- e) Signatories for Report of Personnel Changes - **Brian Nolan**, Designee; **Aline Clement**, Employee Relations Assistant, Alternate
- f) Signatories for all OMNI 403(b) Plan, Benefit Resource, Inc. Cafeteria Plan Agreements, Benefit Resource, Inc. HRA and FSA, HSA Bank - HSA Agreement, Excellus Health and Dental Insurance, Finger Lakes Area School Health Plan, and Retirement Special Pay Plans 403 (b) - **Matt Fitch**, Designee
- g) Trustees of Health Reimbursement Plans - **Matt Fitch** and **Cullen Spencer**
- h) Health Reimbursement Committee members - **Matt Fitch**, **Linda Eames**, and **Cullen Spencer**
- i) Designee of Employee Sick Bank/Leave Reserve - **Jamie Farr**, **Brian Nolan**

Authorization to Open Bids

any two of the following four individuals be authorized to open bids:

- Matt Fitch**, Purchasing Agent
- Brian Nolan**, Assistant Superintendent
- Jamie Farr**, Superintendent
- Cullen Spencer**, District Treasurer

7. Impartial Hearing

for the Board President or Vice President to independently appoint an Impartial Hearing Officer as necessary for any impartial hearing regarding the placement of a special education student.

8. Other Appointments

approve the following appointments for the 2023-2024 school year and authorize changes in writing and shared with the Board of Education:

- a) Purchasing Agent - **Matt Fitch**
- b) Records Access Officer - **Vernon Tenney**
- c) Special Counsel - Ferrara Fiorenza PC
- d) External Auditor for the Records for Fiscal Year 2022-2023 – Mengel, Metzger & Barr
- e) Internal Auditor for the Records for Fiscal Year 2022-2023 - Bonadio & Co. LLP
- f) Athletic Training Services - F.F. Thompson Hospital Systems, Inc.
- g) Employees Health Services - F.F. Thompson Hospital Systems, Inc. (Health Works Occupational Medicine)
- h) School Physician - FF Thompson Health, Dr. Michael Foote and nurse practitioners Jamie Kline, FNP and Karen Yax, FNP
- i) Student Accident Insurance - Gerber Life Insurance Company
- j) Homeless Liaison Designee - **Vernon Tenney**
- k) Copyright Officer - **Dan Bowman**
- l) Broker of Record Medical Consultant - Steve Smola, Smola Consulting, LLC
- m) Broker of Record Liability Insurance Agency - Haylor, Freyer & Coon
- n) Financial Advisor - Bernard P. Donegan, Inc.
- o) Architecture Firm - Labella Associate, DPC
- p) Medicaid Compliance Officer - **Matt Fitch**

- q) LEA Asbestos Designee - **Michael McClain**
- r) Bond Counsel - Tim McGill Esq.
- s) Dignity Act Coordinators – **Kris VanDuyne, Michele Reynolds, Lindsay Lazenby, Theron Chin, Eric Jordan**
- t) Civil Rights Compliance Officer - **Jamie Farr**
- u) Integrated Pest Management (IPM) Coordinator - **Mike McClain**
- v) Information Resource for Substance Use Related Services - **Cindy Vanderlee**
- w) Data Privacy Officer - **Dan Bowman and Tracy Lindsay**
- x) Chemical Safety Specialists - **Cary Burke**
- y) Data Protection Officer - **Daniel Bowman**
- z) Point of Contact for State and Local Child Welfare Agencies - **Vernon Tenney**
- aa) Chief Emergency Officer - **Mr. Brian Nolan**

9. Payment Rates

authorize the following payment rates for the 2023-2024 school year:

a) Mileage Reimbursement Rate	IRS Standard Rate
b) Daily Rate for Sub Teacher Non-Certified	\$115
c) Daily Rate for Sub Teacher Certified	\$125
d) Daily Rate for Sub Teacher Preferred	\$130
e) Daily Rate for Sub Teacher Contract	\$135
f) Daily Rate for Retired CA Teacher Contract Sub	\$155
g) Hourly Rate for Sub Registered Nurse	\$ 22
h) Hourly Rate for Sub School Bus Driver	\$ 19
i) Hourly Rate for Sub Custodial Worker	\$ 15
j) Hourly Rate for Sub Contract Registered Nurse	\$ 23
k) Hourly Rate for Sub Bus Monitor	\$ 15
l) Hourly Rate for Sub School Monitor	\$ 15
m) Hourly Rate for Sub Teacher Aid	\$ 15
n) Hourly Rate for Sub Food Service Helper	\$ 15
o) Hourly Rate for Student Helper	\$ 15
p) Hourly Rate for Lifeguard	\$ 15
q) General Counsel Attorney's Fees	
i. Partner/Senior Associates - \$230/hr	
ii. Junior Associates - \$175-\$225/hr	
iii. Law Clerks - \$140/hr	
iv. Paralegal - \$120/hr	

10. Official Undertakings

authorize faithful performance and blanket position bond coverage for the 2023-2024 school year, as follows:

- The District Treasurer in the amount of \$2,000,000
- The District Deputy Treasurer in the amount of \$1,000,000
- The District Tax Collector in the amount of \$1,000,000
- The District Claims Auditor in the amount of \$1,000,000
- The Treasurer in the Extra-Classroom Activities Funds and employees associated with the Extra-Classroom Activities in the amount of \$1,000,000 per employee
- The Superintendent of Schools in the amount of \$1,000,000
- The Assistant Superintendent for Business in the amount of \$1,000,000
- The Assistant Superintendent for Personnel and Support Services in the amount of \$1,000,000

11. Approval of Petty Cash Funds

approve the establishment of Petty Cash Funds for the school year 2023-2024, as follows:

<u>Building</u>	<u>Amount</u>
Section V Ticket Sales	\$400

12. Approval of Change Funds

approve the establishment of Change Funds for the 2023-2024 school year, as follows:

<u>Change Fund</u>	<u>Amount</u>
Cafeteria - four schools	\$450
Primary School - Summer School	\$ 20
Extraclass - Summer School	\$200
District Office	\$100
Graduates of Distinction	\$ 50

13. School Lunch Prices

the prices of school lunch for the 2023-2024 school year as follows:

Student breakfast - \$2.00
Student lunch K-12 - \$3.00
Adult lunch - \$5.15

14. Event Payments

approval of the below payments for event supervisor/scorer/timer/announcer: Game Supervisor: \$60.00 per event, additional \$18.00 per hour if event exceeds three hours Scorer/Timer/Announcer: \$45.00 for the first three hours and \$15.00 per hour for each hour past three hours

15. CIE Parent Representative

approval of the following parent representatives to the Council for Instructional Excellence for the 2023-2024 school year:

Dan Swartout, Jeff Burnette, Lisa Garigen, and Jennifer Frary

16. CSE/CPSE Appointments

the following parents appointed as parent representatives to the CSE/CPSE to be consistent with NYS Part 200 Regulations and Board Policy:

CPSE Representatives

– Jennifer Callard

CSE Representatives

– Britta Crystal, Jennifer Callard, Rebecca Aikins, and Bethany Wilkins

17. Appointment of Committee on Special Education and Committee on Preschool Special Education

the Committee on Special Education (CSE), the sub-Committee on Special Education and the Committee on Preschool Special Education (CPSE) for the 2023-2024 school be appointed as follows:

The Committee on Special Education shall include, but not be limited to:

- a) the parents or persons in parental relationship to the student;
- b) not less than one regular education teacher of the student whenever the student is or may be participating in the regular education environment;
- c) not less than one special education teacher of the student, or, if appropriate, not less than one special education provider of the student;
- d) a school psychologist; a representative of the school district who is qualified to provide or supervise special education and who is knowledgeable about the general education curriculum and the availability of resources of the school district, provided that an individual who meets these qualifications may also be the same individual appointed as the special education teacher or the special education provider of the student or the school psychologist. The representative of the school district shall serve as the chairperson of the committee; an individual who can interpret the instructional implications of evaluation results. Such individual may also be the individual appointed as the regular education teacher, the special education teacher or special education provider, the school psychologist, the representative of the school district or a person having knowledge or special expertise regarding the student when such member is determined by the school district to have the knowledge and expertise to fulfill this role on the committee;
- e) a school physician, if specifically requested in writing by the parent of the student or by a member of the school at least 72 hours prior to the meeting;
- f) an additional parent member of a student with a disability residing in the school district or a neighboring school district, provided that the additional parent member may be the parent of a student who has been declassified within a period not to exceed five years or the parent of a student who has graduated within a period not to exceed five years, if specifically requested in writing by the parent of the student, the student or by a member of the committee at least 72 hours prior to the meeting;
- g) other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate, as the school district or the parent(s) shall designate. The determination of knowledge or special expertise of such person shall be made by the party (parents or school district) who invited the individual to be a member of the committee on special education; and
- h) if appropriate, the student.

The Committee on Preschool Special Education shall include, but not be limited to:

- a) the parents of the preschool child;
- b) not less than one regular education teacher of the child whenever the child is or may be participating in the regular education environment;
- c) not less than one special education teacher of the child, or, if appropriate, not less than one special education provider of the child;
- d) a representative of the school district who is qualified to provide or supervise special education and who is knowledgeable about the general education curriculum and the availability of preschool special education programs and services and other resources of the school district and the municipality. The representative of the school district shall serve as the chairperson of the committee;
- e) an additional parent member of a child with a disability residing in the school district or a neighboring school district and whose child is enrolled in a preschool or elementary level education program, if specifically requested in writing by the parent of the student or by a member of the committee at least 72 hours prior to the meeting;
- f) an individual who can interpret the instructional implications of evaluation results, provided that such individual may also be the individual appointed as the regular education teacher, the special education teacher or special education provider, the school psychologist, the representative of the school district or a person having knowledge or special expertise regarding the student when such

member is determined by the school district to have the knowledge and expertise to fulfill this role on the committee;

- g) other persons having knowledge or special expertise regarding the child, including related services personnel as appropriate, as the school district or the parents shall designate. The determination of knowledge or special expertise of such person shall be made by the party (parents or school district) who invited the individual to be a member of the committee on special education;
- h) for a child in transition from early intervention programs and services, at the request of the parent, the appropriate professional designated by the agency that has been charged with the responsibility for the preschool child; and
- i) a representative of the municipality of the preschool child's residence, provided that the attendance of the appointee of the municipality shall not be required for a quorum.

18. CPSE/CSE Chair

the Director of Special Programs request that the Canandaigua City School District's Board of Education appoint the District's school psychologists and administrative intern to the role of CPSE/CSE chairperson. In the event that the Director of Special Programs or Assistant Director(s) of Special Programs are unavailable to chair a scheduled CPSE/CSE meeting, the school psychologist or intern will chair in the Director/Assistant Director's stead. Pursuant to section 200.3 (a) (1)(v) and 200.3 (a)(2)(iv) of the Regulations of the Commissioner of Education, "the representative of the school district, must serve as the Chairperson of the CSE, Subcommittee, and CPSE. The representative of the school district is an individual who is qualified to provide or supervise special education and knowledgeable about the general education curriculum and the availability of resources of the school district."

Primary Elementary School- Denise Shimmon, MaryAnne Duncan, and TBD

Middle School- Rachael Wendt, James Brenchley

Middle School/CACC- James Brenchley, Rachel Shading

High School- Amy Principato and Mandy Dedrick-Gerstner

Administrative Team- Christine Paige, Jennifer Marafioti, Rachael Schading, and Dennis DesRosiers

19. Confirmation of Regular Board Meetings

the below dates for Board of Education meetings/workshops dates for the 2023-2024 school year. Workshops will be held in various buildings throughout the school year on the second meeting of the month. The school district website will provide locations and times for these meetings. The Reorganizational meeting is approved to be held within the first two weeks of July.

July 13, July 31, August 28, September 11 and *26, October 16 and *30, November 13, December 11, January 8 and *29, February 12, March 4 and *25, April 15 and *24, May 13 and **22, and June 10 ----
*workshop, **accept budget vote

20. Standard Work Day

Be it resolved that the Canandaigua City School District, Location code 70008, hereby establishes an eight (8) hour per day standard work day for all its employees with the exception of those listed below. The District will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained.

Title	Standard Work Day (Hours/Day)
Coach - Fall Sports	7.5
Coach - Spring Sports	7.5
Coach - Winter Sports	7.5
Co-Curricular Activity	7.5
Family Services Facilitator	7.5

Occupational Therapist	7.5
Physical Therapist	7.5
Prevention Specialist	7.5
Registered Professional Nurse	7.5
Summer Nurse	7.5
Summer Occupational Therapist	7.5
Summer Physical Therapist	7.5
Teacher Aide	6.0
Receptionist	8.0
Secretary I - 10 Month	8.0
Sub Teacher Aide	6.0
Summer Teacher Aide	6.0
Teacher Aide working as Sub Teacher	6.0
Typist- Full Time - 10 Months	8.0
Typist- Part Time - 10 Months	8.0
Full-Route Bus Driver	6.0
Partial-Route Bus Driver	6.0
Bus Driver Trainer	6.0
Student Helper	8.0

21. ACA Measurement - Coaches and Assistant Coaches

BE IT RESOLVED, that the Board hereby determines that the standardized, average number of hours of service for assistant coaches, who are paid on a non-hourly basis, based on a fixed salary or stipend for each season, solely for the purpose of reporting under the Affordable Care Act, shall be deemed to be as follows:

- Fall Season: 165 hours
- Winter Season: 206 hours
- Spring Season: 165 hours

The Superintendent of Schools, and the Superintendent’s designee(s), are authorized to use any reasonable method to allocate the number of hours of service for each calendar month during each season.

22. ACA Measurement - Accompanists

BE IT RESOLVED, that the Board hereby determines that the standardized, average number of hours of service for accompanists, who are paid on a non-hourly basis, based on a fixed salary or stipend for each season, solely for the purpose of reporting under the Affordable Care Act, shall be deemed to be as follows:

	<u>Rehearsal</u>	<u>Performance</u>	<u>NYSSMA</u>	<u>Estimated Hours*</u>
September	4	0	0	2.33
October	10	0	0	5.83
November	12	5	0	14.50
December	12	6	0	16.00
January	8	0	0	4.67
February	12	2	0	10.00
March	12	3	20	24.83
April	15	1	20	23.58
May	15	3	0	13.25
June	15	7	0	19.25

**Total estimated hours split amongst at least three different accompanists.*

23. Code of Conduct

re-adoption of the Code of Conduct for the 2023-2024 school year.

24. Professional Learning Plan

the Professional Learning Plan for the Canandaigua City School District for the 2023-2024 school year. Additional information is included as an attachment.

25. Instructional Technology Plan

the Instructional Technology Plan for the Canandaigua City School District for the 2022-2025 school year, updated June 2023. Additional information is included as an attachment.

26. Multi-Tiered System of Supports (MTSS)

re-adopt the Multi-Tiered System of Supports (MTSS) for the 2023-2024

27. District Safety Plan

re-adoption of the District Safety Plan for 2023-2024 school year.

28. Chemical Hygiene Plan

the District Chemical Hygiene Plan for the 2023-2024 school year as listed.

End of Appointments, Designations and Authorizations

Resolution Authorizing Issuance of Notes and Bonds

Upon a motion made by Mrs. Personale, seconded by Mrs. Thomas, and with all present voting yes, the Board of Education approved the appointments, designations and authorizations.

APPROVED: ISSUANCE OF NOTES AND BONDS

The Superintendent recommends the following resolution statement for issuance of notes and bonds.

A RESOLUTION CLARIFYING THE PROCEDURE FOR THE AUTHORIZATION OF THE ISSUANCE OF, AND THE EXECUTION OF, BOND ANTICIPATION NOTES, REVENUE ANTICIPATION NOTES AND TAX ANTICIPATION NOTES, OF THE CITY SCHOOL DISTRICT OF THE CITY OF CANANDAIGUA, ONTARIO COUNTY, NEW YORK.

BE IT RESOLVED, by the Board of Education of the Canandaigua City School District of the City of Canandaigua, Ontario County, New York, as follows:

Section 1. Whenever the President of the Board of Education of the Canandaigua City School District of the City of Canandaigua, Ontario County, New York, is absent and/or is unable to exercise any powers or duties heretofore delegated to him or her by this Board of Education pertaining or incidental to the authorization of the issuance of bond anticipation notes, revenue anticipation notes and tax anticipation notes of said School District or renewals thereof, such powers and duties shall be deemed to have been delegated to the Vice-

President of said Board of Education who shall have been selected in the manner provided by subdivision 1 of Section 2504 of the Education Law.

Section 2. The School District Clerk is hereby authorized to execute any of the notes described in Section 1 hereof as if he or she were the President or Vice-President of the Board of Education of said School District acting as the chief fiscal officer of said School District and the signature of the President or the Vice-President of the Board of Education of said School District on any such notes shall not be required.

Section 3. It is hereby determined that the office of the School District Clerk and the office of the Clerk of the School Board (Board of Education), if any, of said School District are one and the same and that henceforth such office shall be known as the office of the School District Clerk and holder of such office shall be known as the School District Clerk and that whenever any law requires action by the “Clerk of the School Board”, the “School Board Clerk” or the “Clerk of the Board of Education” such action shall be performed on behalf of said School District by its School District Clerk.

Section 4. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution will be a vote on roll call as follows:

Mrs. Amy Calabrese	Absent
Mr. Milton Johnson	Voting Yes
Mrs. Julianne Miller	Absent
Mrs. Megan Personale	Voting Yes
Mr. John Polimeni	Absent
Dr. Jen Schneider	Absent
Ms. Jenny Tessendorf	Voting Yes
Mrs. Beth Thomas	Voting Yes
Mrs. Jeanie Grimm	Voting Yes

End of Reorganizational Agenda

Board Meeting Minutes

(BOARD ACTION)

Upon a motion made by Mrs. Thomas, seconded by Mrs. Personale, with all present voting yes, the Board of Education approved the June 12, 2023 Regular Board Meeting minutes.

APPROVED: MINUTES

Consensus Agenda

(BOARD ACTION)

Upon a motion made by Mr. Johnson, seconded by Ms. Tessendorf, with all present voting yes, the Board of Education approved:

APPROVED: CONSENSUS AGENDA AND SUPPLEMENTAL

Business & District Items

1. Agreements

a Professional Services Agreement with Ruth VanGorder for the 2023-2024 school year for classroom mindfulness and movement programs for UPK-5 students.

an agreement with Jennifer Wick, PhD for the 2023-2024 school year to serve in a support role to school staff in areas such as behavior, social skill development, and counseling; observe students to help inform intervention; meet with staff on an as-needed basis; meet with parents; and participate in training.

an agreement with School of the Holy Childhood for music therapy services for July 10, 2023-August 18, 2023. Services will be therapy sessions based upon an individualized education plan.

an agreement with Jacqueline Messina-Cowles for Speech Language services for the summer program.

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2. Low Balance Scholarship Accounts

the below scholarship accounts have balances below the typical award amount and no activity in the last three years. These accounts will be closed and the remaining balances be distributed evenly among the remaining active scholarship accounts.

- CM 899.25 Amanda McLouth Memorial Scholarship- \$ 0.17
- CM 899.17 Vedran Sedic Scholarship- \$ 8.67
- CM 899.39 Marshall Simonsen Memorial Scholarship- \$ 14.77
- CM 899.22 Donna Shaffer Memorial Scholarship- \$ 19.67
- CM 899.11 Al Moss Memorial Scholarship- \$ 25.65
- CM 899.27 K Talkington Memorial Scholarship- \$ 59.38
- CM 899.08 Ralph Rizzi Scholarship- \$ 62.87
- CM 899.13 James A. Harer Memorial Scholarship- \$ 67.20
- CM 899.28 Betty Hayes Memorial Scholarship- \$ 91.12
- CM 899.37 Nate Romano Memorial Scholarship- \$ 160.00

3. Inactive Scholarship Accounts

the below scholarship account has been inactive for at least three years but still has a sizable balance that could be used for multiple years. The original criteria for this scholarship have not been located, but will use the below generic criteria be for future awards:

This \$500 scholarship will be awarded annually, until funds are exhausted, to a student that demonstrates dedication and passion for learning and plans to pursue post-secondary education.

- CM 899.16 Kerry Foster Memorial- \$ 3,196.74

4. Canon of Literature- *Initial Approval*

kindergarten grade is requesting the following additions be made to our Canon of Literature and were approved by Council of Instructional Excellence on June 14, 2023.

- *Motion Push and Pull, Fast and Slow* by Darlene Stille
- *Clouds* by Erin Edison
- *A Year on the Farm* by Christina Mia Gardeski
- *A Year on the Pond* by Christina Mia Gardeski
- *A Year in the Forest* by Christina Mia Gardeski
- *A Year in the City* by Christina Mia Gardeski
- *Wind* by Erin Edison

- *Rain* by Erin Edison
- *Sunlight* by Erin Edison
- *Snow* by Erin Edison
- *What is a Scientist* by Barbara Lehn
- *What is Science* by Rebecca Kai Dotlich
- *Roll, Slope, and Slide* by Michael Dahl
- *Pull, Lift, and Lower* by Michael Dahl
- *Living Things Need Water* by Karen Aleo
- *Living Things Need Shelter* by Karen Aleo
- *Living Things Need Light* by Karen Aleo
- *Living Things Need Food* by Karen Aleo
- *Living Things Need Air* by Karen Aleo
- *Newton and Me* by Lynne Mayer
- *Living or Nonliving* by Kelli Hicks
- *I Use Science Tools* by Kelli Hicks
- *Give it a Push! Give it a Pull! A look at Forces* by Jennifer Boothroyd
- *Earthworms* by Lisa Amstutz
- *Fish Babies* by Catherine Veitch
- *Are you a Snail?* by Judy Allen and Tudor Humphries
- *A Butterfly's Life Cycle* by Mary Dunn

5. Shared Services

approval of Educational Data Services, Inc. for consumable school supplies under the New York Cooperative Bid Maintenance Program. The cost for the 2023-2024 school year will be \$13,915.

6. Surplus Books

the request of Mrs. Marissa Logue, Academy Principal, to declare as surplus the below items:

- Class set of books *Java Programming*. These books are no longer used for computer science courses.
- *Macroeconomics* by Paul Krugman and Robin Wells, 2006 approximately 68 copies

7. Athletic Trip- Final Approval

the request of Mrs. Caroline Chapman, Athletic Director final approval of the below trip:

- Football- Camp Stella Maris, Livonia, August 25-26, 2023 (*initial- June 121, 2023*)

8. Foreign Exchange Student

the request of Mrs. Marissa Logue for a Rotary foreign exchange student **Stine Kruhoffer Jorgensen** from Denmark, for the 2023-2024 school year. Additional information is included in packet.

9. Budget Transfer

the below budget transfer for 2022-2023 is over \$20,000 and requires Board approval. This is for purchase of grounds equipment.

From: A2110.200-00-0000	Instructional Equipment	\$ 27,200
To: A1621.200-00-0000	Buildings & Grounds Equipment	\$ 27,200

the below budget transfer for 2022-2023 is over \$20,000 and requires Board approval. This is for the purchase of science materials. These new materials are based on the results of the piloted materials based on the new required New York State science standards.

From: A2250.490-00-0000	Special Programs BOCES Services	\$455,000
To: A2110.490-00-0000	Instructional BOCES Services	\$455,000

10. Proctor

the request of Marissa Logue, Academy Principal, for Emily Zielinski to proctor a German exam.

11. Amendment to Student Teacher Placement

the request of Mrs. Emily Bonadonna and Mr. Brian Amesbury, Primary-Elementary Principals:

- Ava Bluberg, SUNY Geneseo with Julie Marie Smith- 10/26/2023-12/15/2023 (*approved 6/12/2023 for Mauren Kanaley Messina*)
- Samantha Miller, SUNY Geneseo with Nicole Kone- 9/5/2023-10/20/2923 (*approved 6/12/2023 with student Emily Eciga*)

12. Appointment of Deputy Claims Auditor

of **Coletta Perkins** as Deputy Claims Auditor for the 2023-2024 school year. The Oath of Office will be completed and be on file.

13. Recommendations of the Committee on Special Education

recommendations of the Committee on Special Education meeting dates of: March 9, 2023; March 29, 2023; March 31, 2023; April 11, 2023; April 14, 2023; April 17, 2023; April 18, 2023; April 19, 2023; April 21, 2023; April 24, 2023; April 25, 2023; April 26, 2023; April 28, 2023; May 1, 2023; May 2, 2023; May 3, 2023; May 4, 2023; May 5, 2023; May 8, 2023; May 10, 2023; May 11, 2023; May 12, 2023; May 15, 2023; May 16, 2023; May 17, 2023; May 18, 2023; May 19, 2023; May 22, 2023; May 23, 2023; May 24, 2023; May 25, 2023; May 26, 2023; May 30, 2023; May 31, 2023; June 1, 2023; June 2, 2023; June 5, 2023; June 6, 2023; June 7, 2023; June 8, 2023; June 9, 2023; June 12, 2023; June 13, 2023; June 15, 2023; June 16, 2023; June 20, 2023; June 21, 2023; June 22, 2023;

Personnel

1. Non-Instructional Personnel

A. 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 Canandaigua City School District.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service</u>
April VanDusen	Teacher Aide	6/22/2023	10

B. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Corinne Snell	Teacher Aide	Resignation	6/22/2023
Mia Bodine	Teacher Aide	Resignation	6/22/2023
David Smith	Custodial Worker	Resignation	6/23/2023
Nathaniel Bellis	Building Maintenance Assistant	Resignation	7/14/2023
Sara Kelly	Teacher Aide	Resignation in order to accept another position in the District	6/26/2023

C. Leave of Absence

- 1) Jeremy Sager, School Bus Driver, has requested a leave of absence beginning March 10, 2023.

D. Appointments

Pending Civil Service approval and NYSED fingerprint clearance where applicable:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Marcia Kovalovsky	Substitute Typist	7/5/2023	\$27.10/hr.
Jann Santiago	Typist, Full-time	7/10/2023	\$15.81/hr.
Lucas Hall	Groundskeeper	7/10/2023	\$17.43/hr.
April VanDusen	Substitute Teacher Aide	9/7/2023	\$14.20/hr.
Amber George	Secretary I (Provisional)	7/5/2023	\$16.58/hr.
Nicholas Fustanio	Student Helper – Maintenance	7/5/2023	\$15.00/hr.
Brock Years	Student Helper – Maintenance	7/5/2023	\$15.00/hr.
Kelly LaBouf	Contract Substitute School Nurse	9/5/2023 – 6/30/2024	\$23.00/hr.
Heather Gustafson	Administrative Aide	9/5/2023	\$16.07/hr.
Advije Cakolli	Summer Bus Driver	7/1/2023 – 8/31/2023	Current Rate
John Bement	School Bus Driver	7/1/2023	\$24.66/hr.
Nathan Hedger	School Bus Driver Trainee	7/10/2023	\$15.00/hr.
Nicholas Ferris	Student Helper	7/10/2023	\$15.00/hr.
Breanna Coene	Student Helper	7/10/2023	\$15.00/hr.

1) Extended School Year Special Education Summer Program

the following staff for the ESY Special Education Summer School Program, rates in accordance with contract:

- Tracy Donnellan – Substitute Teacher Aide
- Emma Mincer – Teacher Aide
- Amy McCarthy – Teacher Aide
- Marlene Carter – Substitute Teacher Aide
- Sherry Sanderson – Substitute Summer Teacher Aide

2) Canandaigua Middle School Summer Program

the following staff for the CMS Summer School Program July 10 – August 10, 2023; rates per contract:

- Lilah Sickles, Student Helper
- Barb Newtown, Teacher Aide

2. Instructional Personnel

A. Removals

- 1) Marie Windover, English Teacher at the Academy, has resigned from the District effective June 30, 2023.
- 2) Carlee Sossong, Long-term Substitute Elementary Teacher, has resigned from the District effective August 31, 2023.

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 Alexandra Blazey who worked for the District as a Long-term Substitute 3rd Grade Teacher for the 2022-23 school year. She is appointed to 1.0 FTE, non-tenured Long-term Substitute 4th Grade Teacher for the 2023-24 school year.
- 2) of Alyssa Sproule who worked for the District as a Long-term Substitute 5th Grade Teacher for the 2022-23 school year. She is appointed to 1.0 FTE, non-tenured Long-term Substitute 5th Grade Teacher for the 2023-24 school year.
- 3) of Jessica Damiano who has been working for the District as a Substitute Teacher since September 2021 and as a Long-term Substitute 5th Grade Teacher for the 2022-23 school year. She is appointed to 1.0 FTE, non-tenured Long-term Substitute 2nd Grade Teacher for the 2023-24 school year.
- 4) of Sara Kelly who received her Bachelor's degree in Inclusive Childhood Education from St. John Fisher University. She is currently attending Roberts Wesleyan University where she is working towards her Masters in Literacy. She has been working as a Teacher Aide for the District since 2021. Ms. Kelly is appointed to 1.0 FTE, non-tenured Long-term Substitute AIS Teacher for the 2023-24 school year.
- 5) of Jacquelyn Halstead who received her Bachelor's degree in Psychology from SUNY Geneseo. She earned her Master's degree in Psychology from SUNY Buffalo. Ms. Halstead is appointed to a 1.0 FTE 4-year probationary School Psychologist with a tenure area of School Psychologist effective August 1, 2023.
- 6) of John Magnan who received his Bachelor's degree in History/Adolescent Education from SUNY Geneseo. He has been working for the District as a Long-term Substitute Social Studies Teacher for the 2022-2023 school year. Mr. Magnan is appointed to a 1.0 FTE 3-year probationary IST Teacher with a tenure area of Social Studies effective July 1, 2023.
- 7) of Ashley Tapscott who received her Bachelor's degree in English from William Smith College. She earned her Master's degree in Education from Hobart and William Smith Colleges. She has been working in public education for the past 15 years. Ms. Tapscott is appointed to a 1.0 FTE 3-year probationary English Language Arts Teacher with a tenure area of English effective September 1, 2023.
- 8) of Leslie Mast who received her Bachelor's degree in Childhood and Special Education and her Master's degree in Reading & Literacy from SUNY Geneseo. She has been working in public education for the past

2 years. Ms. Mast is appointed to a 1.0 FTE 4-year probationary Special Education Teacher with a tenure area of Special Education effective September 1, 2023.

- 9) of Rebecca Kephart received her Bachelor’s degree in Elementary Education from St. John Fisher College. She earned her Master’s degree in Elementary Education from the University of New England. She has been working in public education for 3 years and private education for 10 years. Ms. Kephart is appointed to a 1.0 FTE, non-tenured Long-term Substitute Kindergarten Teacher for the 2023-24 school year.

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Step/Rate</u>	<u>Probationary Period</u>
Alexandra Blazey	Childhood Ed 1-6; Students w/ Disabilities 1-6	7/1/2023 – 6/30/2024	Step 2	N/A
Alyssa Sproule	Childhood Ed 1-6; Students w/ Disabilities 1-6	7/1/2023 – 6/30/2024	Step 2	N/A
Jessica Damiano	Childhood Ed 1-6	7/1/2023 – 6/30/2024	Step 2	N/A
Sara Kelly	Childhood Ed 1-6; Students w/ Disabilities 1-6	9/1/2023 – 6/30/2024	Step 1	N/A
Jacqlynn Halstead	School Psychologist	8/1/2023	Step 3	4-Year
John Magnan	Social Studies 7-12	7/1/2023	Step 2	3-Year
Ashley Tapscott	English 7-12	9/1/2023	Step 16	3-Year
Leslie Mast	Childhood Ed 1-6; Students w/ Disabilities 1-6; Literacy B-6	9/1/2023	Step 3	4-Year
Rebecca Kephart	Elementary PreK - 6	9/1/2023 – 6/30/2024	Step 1	N/A

10) Extended School Year Special Education Summer Program

the following staff for the ESY Special Education Summer School Program, rates in accordance with contract:

- Ashley Malcomb – Special Education Teacher
- Megan Myers – Teacher of the Deaf
- Debra VanDeMortel – Substitute Teacher
- Tracy Donnellan – Substitute Teacher
- Sherry Sanderson – Substitute Summer Teacher

11) Individual Contract

for the Board President to finalize the Superintendent contract.
Jamie Farr, Superintendent

12) New Compensated Clubs 2023-2024 School Year

the following clubs to be added to the CTA Contract, Co-Curricular, Appendix A as compensated clubs under Group A:

Drum Club, Elementary School
Building Braves After School Club, Elementary School, Academy

13) Certified Substitute Teachers

the following individuals to Certified Substitute Teacher positions conditional upon criminal history clearance from the New York State Education Department:

Kim Broderick-Webb – Preferred
Pam Welch – Preferred

End of Consensus Agenda

Conflict of Interest Statement

The Board was asked to submit their Conflict of Interest Statements to the Clerk.

Board Committee

Policy Committee- Mrs. Beth Thomas

- First Reading- 1095 Public Comments at Board Meetings

Upcoming Events

- July 31- Regular Board Meeting- 4:00 p.m.
- August 14- New Teacher Training Week
- August 28- Regular Board Meeting- 4:00 p.m.
- September 4- Labor Day
- September 5- Superintendent Conference Day- All in Attendance
- September 6- Superintendent Conference Day
- September 7- First Day of School
- September 11- Regular Board Meeting
- September 26- Regular Board Meeting (Tuesday)

Adjournment

Upon a motion made by Mrs. Thomas, seconded Mr. Johnson, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 8:05 a.m. The next Regular meeting will be on July 31, 2022 at the Operations Center.

Respectfully submitted,

Deborah Sundlov
District Clerk