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The Regular meeting of the Canandaigua City School District Board of Education was held on Monday, January 29, 2024 at 5:02 p.m. at the Elementary School, 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:** On file

### ***Executive Session***

Upon a motion made by Mrs. Calabrese, seconded by Mr. Johnson, with all present voting yes, the Board of Education approved calling an Executive Session at 5:02 p.m. to discuss matters which may imperil the public safety if disclosed.

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

Upon a motion made by Ms. Tessendorf, seconded by Mrs. Calabrese with all present voting yes, the Board of Education returned to Open Session at 5:30 p.m.

*The Board took a break from 5:30 p.m. to 6:30 p.m.*

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

Upon a motion made by Mrs. Calabrese, seconded by Mrs. Miller, with all present voting yes, the Board of Education approved the January 8, 2024 Regular Board Meeting minutes.

**APPROVED: MINUTES**

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

Taryn Bjorling shared that seniors Amani Gullo broke the school record in the 600 meters in indoor track and Kyleigh Chapman is the 10<sup>th</sup> basketball player to hit 1000-point milestone. Students just finished the end of the semester.

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

Middle School Teaser

Middle School musical director, Ms. Reaves; and musical vocal director, Ms. Day; along with a group of students performed a song from *Beauty and the Beast*, which is the Middle School musical that will show the weekend of February 9-11, 2024.

Wayne Finger Lakes BOCES should be approving their 2024-2025 school calendar in the next few weeks. Once they have approved our school calendar will be issued for approval.

Superintendent Farr noted the retirement under non-instructional will be removed prior to Board approval.



**December 2023 Warrant Review**

Upon a motion made by Mrs. Grimm on behalf of Mrs. Personale, seconded by Mr. Polimeni, with all present voting yes, the Board of Education approved the December Warrants.

**APPROVED: DECEMBER WARRANTS**

**December 2023 Warrant Review**

- A-59 General 9009562-9009638 (ACH)
- A-60 General 18192-18264 (Check Print)
- A-61 General 18167-18191 (In House)
- A-65 General 9009639-9009689 (ACH)
- A-66 General 18279, 18283-18328 (Check Print)
- A-67 General 18265-18278, 18280-18282 (In House)
- A-68 General 13007560 (Manual)
- C-12 Cafeteria 2955-2966
- C-13 Cafeteria 2967-2981
- F-25 Federal 9000477-9000480 (ACH)
- F-26 Federal 936-939 (Check Print)
- F-27 Federal 9000481-9000483 (ACH)
- H-21 Capital 652-658 (In House)
- H-22 Capital 9000222-9000223 (ACH)
- H-23 Capital 9000224 (ACH)
- H-25 Capital 659-661 (Check Print)

**SEQR- 2024 Capital Outlay Project**

Upon a motion made by Dr. Schneider, seconded by Mrs. Miller, with all present voting yes, the Board of Education approved voting on the SEQR for the 2024 Capital Outlay Project.

**APPROVED: 2024 CAPITAL OUTLAY PROJECT**

WHEREAS, the Canandaigua City School District (the "District") Board of Education is proposing the following Scope of Work to be completed:

Replacement of exterior doors and frames at the Primary Elementary School.

WHEREAS, the Board has reviewed the scope of the project and has further received and considered the advice of its architects, engineers, and environmental specialists with respect to classification of the action in accordance with the State Environmental Quality Review Act (SEQRA); and

WHEREAS, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR part 617.5(c), which reads as follows:

(2) replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 of this Part.

WHEREAS, Type II actions have been determined not to have a significant impact on the environment and are not subject to review under SEQRA, now therefore;

BE IT RESOLVED, no further action is required by the Canandaigua City School District Board of Education with regard to SEQRA for this action.

The question of the adoption of the foregoing Resolution was duly put to a vote, which resulted as follows:

Mrs. Amy Calabrese                      Voting Yes




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

The Resolution was thereupon declared adopted.

### Consensus Agenda

Upon a motion made by Ms. Tessendorf, seconded by Mrs. Miller with all present voting yes, the Board of Education approved/accepted the Consensus Agenda with change noted to remove the retirement under non instructional.

#### APPROVED: CONSENSUS AND SUPPLEMENTAL AGENDA

#### Business

##### 1. Student Teacher Placement

the request of Mr. Brian Amesbury, Elementary School Principal, for the following:

- Elijah Finsburg, Grand Canyon University with Julie Lawrence- January 30, 2024-May 24, 2024

##### 2. New Course- *Initial Approval*

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

- Positivity in Prose: Exploring the Champion Mindset

##### 3. Agreements

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

##### 4. Surplus Books

the request of Mrs. Emily Bonadonna, Primary School Principal, to declare as surplus the listing of books attached.

##### 5. Scholarships Change

the request of Mrs. Marissa Logue, Academy Principal, to increase the below scholarships:

- Louis Shenkman Memorial Award- \$125 we would like to increase it to \$500- Given to a senior boy who has shown outstanding improvement in their scholastic achievement and citizenship during his high school career.
- Sarah Shenkman Memorial Award- \$125 we would like to increase it to \$500- Given to a senior girl who has shown outstanding improvement in their scholastic achievement and citizenship during her high school career.

##### 6. Real Property Tax Corrections

the request of Mr. Matt Fitch, Assistant Superintendent for Business, for the below assessment correction that were received by the assessor's office:



- 5605 Goodale Road, assessment change from \$112,500 to \$62,000 per clerical error at the Town of Canandaigua Assessor’s Office; tax bill change from \$497.71 to \$17.00, a difference of \$480.50.

**7. Construction Management Services**

**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 (the “School District”) to retain a construction manager to: assist in the development of a comprehensive plan to present to School District voters in the form of a referendum; collaborate with the project architect; provide construction planning; prepare and update as needed a project schedule; assist with bid solicitation and analysis; coordinate the activities of multiple contractors to meet the milestone dates set forth in the project schedule and comply with the Contract Documents; provide cost estimating and accounting services; provide project status reports; and provide related administration and professional services (“Construction Management Services”) in connection with its 2024 Capital Improvement Project with an anticipated total cost of up to \$60,000,000 and a voter referendum planned for December 2024 (the “Project”); and

**WHEREAS**, the School District previously issued a Request for Proposals (“RFP”) for Construction Management Services for the Project; and

**WHEREAS**, the School District has received proposals in response to the RFP, diligently analyzed the proposals, and conducted interviews with selected candidates as part of the selection process; and

**WHEREAS**, the Board of Education, as a result of the RFP process, has selected Watchdog Building Partners, LLC (“Watchdog”) to provide Construction Management Services for the Project; and

**WHEREAS**, the Board of Education desires to authorize the President of the Board, the Superintendent of Schools, and the School District’s legal counsel, Ferrara Fiorenza, PC, to negotiate one or more contracts with Watchdog for Construction Management Services in connection with the Project for Board of Education review and approval;

**NOW, THEREFORE**, be it resolved as follows:

1. The Board of Education approves the retention of Watchdog to provide Construction Management Services and proceed with the Project in accordance with the terms and conditions and the fees and expenses set out in its proposal in response to the RFP.
2. The Board of Education hereby authorizes the President of the Board, the Superintendent of Schools, and the School District’s legal counsel, Ferrara Fiorenza, PC, to negotiate one or more contracts with Watchdog for Pre-Referendum and Post-Referendum services in accordance with the terms and conditions and the fees and expenses set out in its proposal in response to the RFP in connection with the Project, for Board of Education review and approval.
3. Upon Board of Education approval, this Resolution shall take effect immediately.

**8. Budget Transfer**

The below budget transfer is over \$20,000 and requires Board approval. This is related to the district water pipe break.

From: A9060.800-00-0000	Health Insurance	\$47,000
To: A1620.400-22-WATE	Water-High School	\$47,000



**9. Universal Pre-Kindergarten**

Extension of Award of Request for Proposal for Universal Pre-Kindergarten for community-based organizations to be funded by UPK state/federal grants of \$5,500/student effective September 1, 2024-June 30, 2025 to:

- Care-A-Lot Child Care of Farmington, Inc. (up to 18 students)
- Finger Lakes Community College (FLCC) Child Care Center (up to 14 students)
- Happiness House (up to 30 students)
- Our Children’s Place (up to 16 students)

**10. Uncollected Taxes for 2023-2024**

WHEREAS, the Education Law provides that the tax collector shall be relieved of responsibility for the uncollected portion of the tax list when a complete list of delinquent tax items has been certified to the Board of Education, and since the collector has affixed her affidavit to such statement and filed a statement accounting for handling of the tax warrant and list as follows:

<u>NAME OF TOWN</u>	<u>TAX TO BE RETURNED</u>	<u>6% INTEREST</u>	<u>TOTAL</u>
Canandaigua City	594,666.27	35,679.98	630,346.25
Canandaigua Town	654,090.10	39,245.41	693,335.51
Farmington	39,869.49	2,392.17	42,261.66
East Bloomfield	0.00	0.00	0.00
Bristol	16,103.63	966.22	17,069.85
Hopewell	103,897.41	6,233.84	110,131.25
Gorham	0.00	0.00	0.00
South Bristol	0.00	0.00	0.00
Total	<b>\$1,408,626.90</b>	<b>\$84,517.61</b>	<b>\$1,493,144.51</b>
Tax Levy			\$51,049,301.38
Library Levy			\$920,150.00
Less Star Reimbursement			\$2,746,391.33
Plus Chargeback			\$48,698.62
Plus Omitted STAR			\$0.00
<b>LESS: small claims</b>		<b>\$12,201.06</b>	
<b>LESS: assessor’s error</b>		<b>\$51,743.94</b>	
		<u>Total Adjustments</u>	<u>\$63,945.00</u>
plus/minus rounding			<u>\$2.03</u>
Tax to be collected			\$49,207,815.70
Tax collected 97.1374%			<u>\$47,799,188.80</u>
			<b><u>\$1,690,975.83</u></b>
Unpaid taxes to be returned:			
City Treasurer		\$594,666.27	
County Treasurer		<u>\$813,960.63</u>	
TOTAL			<b><u>\$1,408,626.90</u></b>

AND WHEREAS, the district treasurer has verified the accuracy and signed the report of the collector;



THEREFORE, BE IT RESOLVED, that the Board of Education accept the report of the tax collector and having determined that the collector has accounted for the full amount of the tax warrant, directs that the lists of the delinquent tax items with the addition of 6% penalty be certified to the offices of the City and County Treasurers.

**11. Recommendations of the Committee on Special Education**

of the Committee on Special Education meeting dates of November 6, 2023; November 7, 2023; November 8, 2023; November 9, 2023; November 13, 2023; November 14, 2023; November 15, 2023; November 16, 2023; November 20, 2023; November 21, 2023; November 27, 2023; November 28, 2023; November 29, 2023; November 30, 2023; December 4, 2023; December 5, 2023; December 8, 2023; December 15, 2023; December 18, 2023; December 20, 2023; December 21, 2023; January 3, 2024; January 4, 2024; January 5, 2024; January 8, 2024; January 9, 2024; January 11, 2024; January 12, 2024; January 17, 2024; January 18, 2024; and January 19, 2024.

**Personnel**

1. Non-Instructional Personnel

A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Alyssa Brickey	Food Service Helper	Resignation in order to accept another position in the District	1/15/2024
Carie Mchugh	Food Service Helper	Resignation	1/25/2024
Brant Duell	School Monitor	Resignation	1/25/2024
Marilyn Ruiz	School Bus Monitor	Resignation	2/1/2024
Heather Lyon	School Monitor	Resignation in order to accept another position in the District	1/25/2024

B. Leave of Absence

- 1) of Alesha Howe, Teacher Aide at the Primary School, for a leave of absence from March 16, 2024 through May 5, 2024.

C. Appointments

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

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Craig VanDemark	School Monitor	1/18/2024	\$15.07/hr.
Alyssa Brickey	Assistant Cook	1/16/2024	\$16.98/hr.
Jordan Boylan	Teacher Aide	1/29/2024	\$15.05/hr.
William Bement	Substitute School Bus Driver	1/16/2024	\$19.00/hr.
Roy Brown	Substitute Custodial Worker	1/24/2024	\$15.38/hr.
Anamari Wallace-Reyes	School Monitor	1/24/2024	\$15.07/hr.
Adriana Espada	Typist (Provisional)	1/29/2024	\$15.81/hr.
Heather Lyon	School Bus Monitor	1/29/2024	\$15.07/hr.
Samantha Cook	Substitute School Monitor	1/29/2024	\$15.00/hr.
Yuri Kubotera	School Registered Nurse	2/1/2024	Step 9
Kelly LaBouf	School Nurse (LPN)	1/30/2024	Step 5
Attilio Carcone	Substitute School Bus Driver	2/12/2024	\$19.00/hr.



2. Instructional Personnel

A. Leave of Absence

- 1) of Taylor Day, Music Teacher at the Middle School, for a leave of absence from April 23, 2024 through June 30, 2024.

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) 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>
Krista Coleman	Spanish Teacher	Middle School	1/29/2024 – TBD

2) 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 1 year of college where applicable.

- Evan Best
- Chloe Weber
- Lukas Olsson
- Jessica Avery

***End of Consensus Agenda***

**Wayne-Finger Lakes BOCES Board**

Nomination of Dr. O.J. Sahler, Canandaigua City School District resident to Wayne-Finger Lakes BOCES Board

**APPROVED: NOMINATION OF ELECTION TO MEMBERSHIP ON WAYNE-FINGER LAKES BOCES BOARD**

A motion was made by Mrs. Calabrese, seconded by Mr. Johnson, with all present voting yes, the Board of Education nominated of Dr. O.J. Sahler, residing in the Canandaigua City School District, to be a candidate for election to membership on the Board of Education of the Wayne-Finger Lakes BOCES, commencing July 1, 2024.

**Board Committee Reports**

Policy Committee

Mrs. Beth Thomas on behalf of the Committee, with no second required and all in attendance approved the below policies for a second reading:





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- **Second Reading-** Policy #5100- Nursing Mothers
  - **Second Reading-** Policy #5110- Workplace Violence Prevention; Conditional Emergency

The following policy was presented for a first reading:

- **First Reading-** Policy #3020 Timeout and Physical Restraint (All Students)

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

#### **Character Education Committee**

Mrs. Calabrese reported on behalf of the Character Education Committee which met on January 25, 2024. The Committee received updates from each of the building and had a brainstorming session on the plan for the Committee moving forward.

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

Mrs. Julianne Miller reported on behalf of the Task Force that met on January 17, 2024. The Committee met with Ms. Svetlana Stowell, Monroe 1 BOCES to discuss the work completed in each of the buildings. They also looked at a potential self-assessment tool to view district goals.

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

- January 29- 4th Grade Monday Band & Orchestra Informance
- January 31- 4th Grade Wednesday Band & Orchestra Informance
- February 1- UPK Application Open
- February 9-11- Middle School Musical
- February 12- Board Meeting
- February 13- Frieda O'Hanlon Spelling Contest
- February 19- President's Day
- February 20-23- Winter Break
- February 29- Middle School Small Ensemble
- March 1- Transitional Kindergarten Application Open
- March 1-3- CA Players Spring Musical
- March 4- Board Meeting
- March 8-9- CA Players Spring Musical

#### ***Adjournment***

Upon a motion made by Mrs. Thomas, seconded by Mrs. Calabrese, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 6:49 p.m. The next Regular meeting will be on February 12, 2024 at 6:30 p.m.

Respectfully submitted,

Deborah Sundlov  
District Clerk