



The Regular meeting of the Canandaigua City School District Board of Education was held on Monday, March 4, 2024 at 5:30 p.m. at the Operations Center, President Grimm presiding.

BOARD MEMBERS PRESENT: Jeanie Grimm, Amy Calabrese, Milton Johnson, Julianne Miller, Megan Personale, Jenny Tessendorf, Beth Thomas

BOARD MEMBERS ABSENT: John Polimeni, Jen Schneider

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

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: Visitors on file

Executive Session

Upon a motion made by Mrs. Calabrese, seconded by Mrs. Miller, with all present voting yes, the Board of Education approved calling an Executive Session at 5:30 p.m. to discuss the employment of eleven particular persons and one collective negotiation pursuant to Article 14 of the Civil Service Law (the Taylor Law).

Return to Open Session

Upon a motion made by Mrs. Calabrese, seconded by Mrs. Thomas, with all present voting yes, the Board of Education returned to Open Session at 6:05 p.m.

The Board took a break from 6:05 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 second grader Riley Deane leading all in the Pledge of Allegiance.

Music in our Schools Month

Mr. Greg Kane, Curriculum Area Lead Teacher, noted to the Board that across the district students hold 1,377 music seats. Ms. Diana Chase, Academy Music Teacher, along with Tri-M students provided the Board with background information of Tri-M Music Honor Society. Ms. Taylor Day with students from Noteworthy performed a fun song, Kazoo Koncerto.

Public Comments

No public comments

Board Meeting Minutes

Upon a motion made by Mr. Johnson, seconded by Mrs. Calabrese, with all present voting yes, the Board of Education approved the February 12, 2024 Regular Board Meeting minutes.

APPROVED: MINUTES

Board Student Representative

Taryn Bjorling reported last weekend the Academy Players had their opening of Footloose the Musical. Three more shows this upcoming weekend. The Academy has a canned food drive underway. Students are working on an upcoming mental health walk. College night is scheduled for March 13.



Superintendent's Report

Superintendent Farr noted that the Class of 2025, Senior Trip that is on the Consent Agenda, is updated from October 11-13, 2024 to November 22-November 24, 2024. The Mascot/Logo Stakeholder Committee will be meeting later this week to see initial designs for our new mascot/logo. Two meetings have been held with our architect and new construction manager reviewing the Building Condition Survey.

Transportation Bond Resolution

Upon a motion made by Ms. Tessendorf, seconded by Mrs. Personale, with all present voting yes, the Board of Education approved the voting on the Bond Resolution.

APPROVED: BOND RESOLUTION

BOND RESOLUTION DATED MARCH 4, 2024 OF THE BOARD OF EDUCATION OF THE CANANDAIGUA CITY SCHOOL DISTRICT AUTHORIZING GENERAL OBLIGATION BONDS TO FINANCE THE ACQUISITION OF SCHOOL BUSES, AUTHORIZING BOND ANTICIPATION NOTES IN CONTEMPLATION THEREOF, THE LEVY OF TAXES IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE EXPENDITURE OF SUCH SUMS FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

Section 1. The City School District of the City of Canandaigua, New York ("Canandaigua City School District") shall undertake certain capital expenditures, as more particularly described in Section 3 hereof.

Section 2. The Canandaigua City School District is hereby authorized to issue its General Obligation Serial Bonds in the aggregate principal amount of not to exceed \$684,755, pursuant to the Local Finance Law of New York, in order to finance the class of objects or purpose described herein.

Section 3. The class of objects or purposes to be financed pursuant to this resolution (hereinafter referred to as "purpose") is the acquisition of school buses, all at an estimated maximum aggregate cost of \$1,524,755.

Section 4. It is hereby determined and declared that (a) the maximum cost of said purpose, as estimated by the Board of Education, is \$1,524,755, and such amount is hereby appropriated therefor, (b) the Canandaigua City School District plan to finance the cost of said purpose is (i) to expend \$840,000 from the existing 2016 Transportation Vehicle Reserve Fund for such costs; and (ii) to provide up to \$684,755 from funds raised by the issuance of said Bonds and Bond Anticipation Notes hereinafter referred to; and (c) no money has heretofore been authorized to be applied to the payment of the cost of said purpose.

Section 5. It is hereby determined that the purpose is one of the class of objects or purposes described in Subdivision 29 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is five (5) years.

Section 6. The Canandaigua City School District is hereby authorized to issue its Bond Anticipation Notes in the aggregate principal amount of not to exceed \$684,755, and is hereby authorized to issue renewals thereof, pursuant to the Local Finance Law of New York in order to finance the purpose in anticipation of the issuance of the above described Bonds.

Section 7. It is hereby determined and declared that (a) there are presently no outstanding Bond Anticipation Notes issued in anticipating of the sale of said Bonds, (b) the Bond Anticipation Notes authorized hereby are not issued in anticipation for Bonds for an assessable improvement.



Section 8. It is hereby determined and declared that the Canandaigua City School District reasonably expects to reimburse the general fund, or such other fund utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 9. The faith and credit of the Canandaigua City School District, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and Bond Anticipation Notes as the same respectively become due and payable. And annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall annually be levied on all taxable real property of said School District, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 10. The power to further authorize the issuance of said Bonds and Bond Anticipation Notes and to prescribe the terms, form and contents of said Bonds and Bond Anticipation Notes, subject to the provisions of this resolution and the Local Finance Law of New York, including without limitation, the consolidation with other issues, the determination to issue Bonds with substantially level or declining annual debt service, whether to authorize the receipt of bids in an electronic format, and to sell and deliver said Bonds and Bond Anticipating Notes, is hereby delegated to the President of the Board of Education or to the Vice President of the Board in the event of the absence or unavailability of the President. The President of the Board of Education and the District Clerk are hereby authorized to sign by manual or facsimile signature any Bonds and Bond Anticipation Notes issued pursuant to this resolution, and are hereby authorized to affix to such Bonds and Bond Anticipation Notes the corporate seal of the School District and to attest the same.

Section 11. After compliance with Section 12 hereof, this resolution, or a summary hereof, shall be published in full by the District Clerk or the Clerk’s designee together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the School District. The validity of said Bonds and Bond Anticipation Notes may be contested only if such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or the provisions of law which should be complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 12. This resolution shall be submitted to a referendum of the qualified electors of the School District on May 21, 2024 pursuant to Section 37.00 of the Local Finance Law of the State of New York and shall take effect immediately upon approval at such referendum.

Duly put to a vote as follows:

| | |
|----------------------|------------|
| Mrs. Amy Calabrese | Voting Yes |
| Mr. Milton Johnson | Voting Yes |
| Mrs. Julianne Miller | Voting Yes |
| 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 |

Transportation Proposition

Upon a motion made by Mrs. Miller, seconded by Mr. Johnson, with all present voting yes, the Board of Education approved the voting on the Transportation Proposition.

APPROVED: TRANSPORTATION PROPOSITION

BE IT RESOLVED BY THE BOARD OF EDUCATION AS FOLLOWS:



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1. The following notice shall be added to the notice of annual meeting and election:

AND NOTICE IS ALSO GIVEN that the following proposition will be submitted for voter approval at such time:

PROPOSITION #2

Shall the bond resolution adopted by the Board of Education of the City School District of the City of Canandaigua, New York, dated March 4, 2024, authorizing the acquisition of school buses, all at an estimated maximum aggregate cost of \$1,524,755, less trade-in value, if any, and the appropriation and expenditure from the existing 2016 Transportation Vehicle Reserve Fund of \$840,000 for such cost; the levy of a tax to be collected in annual installments therefor; the issuance of debt obligations of the School District as may be necessary, not to exceed \$684,755, may be issued or the board of education may appropriate in its discretion undesignated available fund balance therefor, all be approved?

2. At such meeting taxes to be levied by installments will be proposed providing for payment of the acquisition of school buses. Such taxes shall be levied upon all the taxable property of the District, shall be levied in annual installments and shall be of such amounts and levied in such years as may be determined by the Board of Education.
3. The District Clerk or the Clerk’s designee is hereby directed to add the above to the notice of the annual meeting of the School District.
4. This resolution shall take effect immediately upon its adoption.

Duly put to a vote as follows:

| | |
|----------------------|------------|
| Mrs. Amy Calabrese | Voting Yes |
| Mr. Milton Johnson | Voting Yes |
| Mrs. Julianne Miller | Voting Yes |
| 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 |

2024-2025 Budget and Department Budget Presentation

The below presented their draft budget for the 2024-2025 school year:

- Mrs. Marissa Logue- Academy
- Mr. John Arthur- Middle School
- Mr. Brian Amesbury- Elementary School
- Mrs. Emily Bonadonna- Primary School
- Mr. Dennis DesRosiers- Special Programs
- Mr. Greg Kane- Music
- Mr. Matt Schrage- Office of Instruction
- Mrs. Caroline Chapman- Athletics
- Mr. Dan Bowman- Technology
- Mr. Mike McClain- Buildings and Grounds
- Mr. Seth Clearman- Transportation

Consensus Agenda

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

APPROVED: CONSENSUS AND SUPPLEMENTAL AGENDA

Business

1. Treasurer's Report

the Treasurer's Report for the Period of January 1, 2024 - January 31, 2024. Additional information is included as an attachment and is filed.

2. Budget Status Report

the Appropriation Status Report, which is a summary, for the period of July 1, 2023 - January 31, 2024. Additional information is included as an attachment and is filed.

3. Revenue Status Report

the Revenue Status Report, which is a summary, for the period of July 1, 2023 - January 31, 2024. Additional information is included as an attachment and is filed.

4. Pay Down of a BAN

Based on the recommendation of the Superintendent the Board of Education authorizes the transfer of \$2,000,000.00 undesignated unappropriated fund balance to the BAN Principal payment to reduce the amount of debt to be issued. The Board thereby authorizes the increase in the budget code A-9732.6 Bans redeemed from appropriations and appropriated fund balance A-599 totaling \$2,000,000.00. This amendment will reduce the overall maximum amount of the debt which can be issued for the project and replace it with local funding. The use of current funds will reduce the cost of the project by both delaying borrowing and by reducing the amount of overall borrowing.

Canon of Literature- *Initial Approval*

ninth addition to our Canon of Literature which approved by Council of Instructional Excellence on February 14, 2024.

- *Twelve Angry Men* by Reginald Rose to the Canon of Literature.

5. Donations

approval to accept a donation from the lacrosse booster club in the amount of \$4,399 to cover the cost of an assistant coaching stipend.

an anticipated anonymous donation in the amount of \$1,024.

6. Partnership Agreement

approval for a new Partnership for Excellence with Sacred Heart University.

7. Risk Assessment and Corrective Action Plan

approval of the 2023-2024 Internal Audit Risk Assessment and Corrective Action Plan.



8. Medicaid Consulting Services

approval to award a Request for Proposal for Medicaid Consulting Services to Management Advisory Group Business Operations, Inc. for the 2024-2025 school year. This contract is renewable annually through the 2028-2029 school year. Legal notice was published on January 11, 2024.

9. Agreement

an agreement with Educational Data Services, Inc. to participate in the Supply Procurement System for the 2024-2025 school year in the amount of \$14,300.00.

10. OT Field Placement

the request of Mrs. Emily Bonadonna, Primary Principal for the following for OT Field Placement:

- Claire Radak, Sacred Heart University with MacKenzie Brown- April 1, 2024-June 21, 2024.

11. Scholarship

the request of Mrs. Marissa Logue, Academy Principal, for two one-time scholarships from the Class of 1973 in the total amount of \$5,000 (either two at \$2,500 or one at \$3,500 and one at \$1,500) to be awarded at the Senior Awards Night. One recipient will be attending a two- or four-year college and the other recipient will be entering a trade, or attending trade/vocational school.

12. 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 21, 2024; 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 7, 2024; and that the Board of Registration consist of Lisa Brunelli and Aline Clement.

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 21, 2024 and that the hours for the polls to be open be designated as from 7:00 a.m. to 9:00 p.m.

13. Athletic Trips- Final Approval

the request of Mrs. Caroline Chapman, Athletic Director, for final approval of the below field trips:

- Varsity Baseball, Orlando, FL- April 1-5, 2024 (*initial 12/11/2023*)
- Varsity Softball, Orlando, FL- April 1-5, 2024 (*initial 12/11/2023*)

14. Athletic Trip- Approval

the request of Mrs. Caroline Chapman for approval of the below field trip:

- Boys Varsity Lacrosse, Sudbury, MA- March 22-23, 2024

15. Field Trip- Final Approval

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

- DECA State Conference- Rochester, NY, March 6-8, 2024 (*initial 11/13/2023*)
- Robotics, Albany, NY, March 20-23, 2024 (*initial October 30, 2023*)



16. Field Trip- Initial Approval

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

- Class of 2025- New York City, NY, November 22-24, 2025

17. Athletic Volunteers

the request of Mrs. Caroline Chapman for the following athletic volunteers:

- Keyla Bay- Girls Lacrosse (Teacher, ES)
- Bruce Hawkins, III- Boys Tennis (Substitute)
- Tom Daley- Outdoor Track & Field (Coached this Winter)
- Leo Saladino- Boys Lacrosse (Worked with Lax last year)
- Eric Palumbo- Golf

18. Recommendations of the Committee on Special Education

recommendations of the Committee on Special Education meeting dates of December 1, 2023; December 4, 2023; December 12, 2023; December 15, 2023; December 18, 2023; December 21, 2024; January 24, 2024; January 25, 2024; January 30, 2024; February 1, 2024; February 2, 2024; February 4, 2024; February 5, 2024; February 6, 2024; February 8, 2024; February 9, 2024; February 14, 2024; February 15, 2024; and February 21, 2024.

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> |
|---------------|---------------------------------|------------------|-------------------------|
| Tracy Lindsay | School District Data Specialist | 6/29/2024 | 18 |

B. Removals

| <u>Name</u> | <u>Position</u> | <u>Reason</u> | <u>Effective</u> |
|---------------|-------------------|---|------------------|
| Tim Searles | School Monitor | Resignation | 2/16/2024 |
| Chanteal Yehl | School Monitor | Resignation in order to accept another position in the District | 3/3/2024 |
| Keith Young | School Bus Driver | Resignation | 3/8/2024 |

C. Appointments

Pending Civil Service approval and NYSED fingerprint clearance where applicable:

| <u>Name</u> | <u>Position</u> | <u>Effective</u> | <u>Rate</u> |
|----------------|------------------------------|------------------|-------------|
| Linda Miles | Substitute Teacher Aide | 2/13/2024 | \$15.00/hr. |
| Chanteal Yehl | Food Service Helper | 3/4/2024 | \$15.38/hr. |
| Kevin McGlynn | School Bus Monitor | 3/4/2024 | \$15.07/hr. |
| Kevin McGlynn | Substitute School Bus Driver | 3/4/2024 | \$19.00/hr. |
| Rebecca Naylor | School Monitor | 2/28/2024 | \$15.07/hr. |
| Cara Carr | School Nurse – LPN | 3/18/2024 | Step 10 |



2. Instructional Personnel

A. Resignation for the Purpose of Retirement

resignation for the purpose of retirement from the following individuals. On behalf of the District, sincere best wishes for a happy and healthy retirement are offered. Thank you for the many years of service to the youth of the Canandaigua City School District.

| <u>Name</u> | <u>Position</u> | <u>Effective</u> | <u>Years of Service</u> |
|------------------|--------------------------------------|------------------|-------------------------|
| Diane Richardson | Elementary Teacher, Pre-Kindergarten | 6/30/2024 | 12 |
| Kevin Wall | Science Teacher | 6/30/2024 | 29 |
| Kay Nemecek | Special Education Teacher | 6/30/2024 | 31 |
| Roberta Bittel | Special Education Teacher | 6/30/2024 | 31 |
| Jennifer Manning | Elementary Teacher | 6/30/2024 | 34 |
| Renee Carbary | Speech & Language Therapist | 6/30/2024 | 34 |
| Shelley Sossong | Elementary Teacher | 6/30/2024 | 20 |

B. Leave of Absence

- 1) Rachel Ludwig, Special Education Teacher at the Middle School, has requested a leave of absence from June 9, 2024 through June 30, 2024.

C. Appointments

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> |
|----------------|-----------------|-----------------|-------------------|
| Scott Schauman | English Teacher | Academy | 2/29/24 – 3/15/24 |

2) Mentor

the following individual as a Mentor for the 2023-2024 school year at the contractual rate:
Tina Walters- Level II- Effective 1/17/2024

3) Certified Substitute Teachers

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

4) 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 one year of college where applicable.
Bridget Carrier
Caleb Muscato
Allison Wood

5) Spring Sports Coaches

the following to Winter Coach positions at rates in accordance with contract:
Shea Swartout- Assistant Girls Lacrosse- 0.5 FTE, Level 2C
Francis Peltier- Assistant Girls Lacrosse- 0.5 FTE, Level 1C



Kim Condon, Assistant Unified Basketball Coach – Step 4AA

End of Consensus Agenda

Board Committee Reports

Audit Committee

Mr. Milton Johnson reported out on behalf of Audit Committee which met on March 1, 2024. The Committee received an update with the building and department budgets that was presented earlier in the meeting.

Policy Committee

Mrs. Beth Thomas reported out on behalf of Policy Committee which met on February 28, 2024. The Committee reviewed the policy and regulation for 3070 Field Trips. There will be updates made to the regulation making it easier to read and more efficient.

District Committee Reports

Council for Instructional Excellence (CIE)

Mr. Matt Schrage report out on behalf of CIE which met on February 14, 2024. The Committee received three program updates, a course name change, and a professional development update.

Upcoming Events

- March 8-9- CA Players Spring Musical
- March 11-14- College Week
- March 11- Spring Varsity and JV Sports begin
- March 12- 5th Grade Band and Wind Ensemble
- March 13- College Night
- March 13- 7th Grade Chorus and Band Concert
- March 15- Superintendent Conference Day- No School
- March 19- District Orchestra Concert
- March 21- 8th Grade Band and Symphonic Band Concert
- March 25- Modified Sports Begin
- March 25- Board Meeting
- March 26- CA and 8th Grade Choral Concert
- March 27- 6th Grade Band and Chorus Concert
- March 29-April 8- No School

Adjournment

Upon a motion made by Ms. Tessendorf, seconded by Mr. Johnson, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 7:50 p.m. The next Regular meeting will be on March 25, 2024 at 6:30 p.m.

Respectfully submitted,

Deborah Sundlov
District Clerk