

The Reorganizational meeting of the Canandaigua City School District Board of Education was held on Monday, July 1, 2024 at 8:00 a.m. at the District Office, District Clerk Sundlov presiding.

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

BOARD MEMBERS ABSENT: Amy Calabrese, John Polimeni

LEADERSHIP TEAM PRESENT: Jamie Farr

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

BOARD DISTRICT CLERK: Deborah Sundlov

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

Oath of Office - Re-elected Milton Johnson and Beth Thomas

The Oath of Office was administered by Ms. Sundlov to Mr. Milton Johnson and Mrs. Beth Thomas.

Election of President for 2024-2025 and Oath of Office - District Clerk

Ms. Sundlov asked for nominations for Board President. Upon a motion made by Mrs. Personale, seconded by Mr. Johnson, 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 2024-2025 and Oath of Office

President Grimm asked for nominations for Board Vice President. Upon a motion made by Mrs. Thomas, 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 was administered the Oath of 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 Mrs. Miller, 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 2024-2025 school year.

b) Appointment of District Clerk

appointment of **Deborah Sundlov** as District Clerk for the 2024-2025 school year.

c) Appointment of District Clerk Pro Tem

appointment of **Jeanie Grimm** and **Matt Fitch** as District Clerk Pro Tem for the 2024-2025 school year.

d) Appointment of Claims Auditor

appointment of **Jill Ehrlinger** as Claims Auditor for the 2024-2025 school year.

e) Appointment of Deputy Claims Auditor

appointment of **Coletta Perkins** as Deputy Claims Auditor for the 2024-2025 school year.

2. Designations of Depositories

The Superintendent recommends that the Board of Education 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 2024-2025 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

the Board of Education designates the *Canandaigua Daily Messenger, Gannett Co., Inc.* as the official newspaper of the District.

4. National School Lunch Program

the Board of Education authorizes 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

the Board of Education authorize, **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 2024-2025 school year.

6. Authorizations

District Functions

the Board of Education authorize the following persons to perform the function specified for the 2024-2025 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,

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- 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

that 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

that the Board of Education approves the following appointments for the 2024-2025 school year and authorize changes in writing and shared with the Board of Education:

- a) Purchasing Agent - **Matt Fitch**
- b) Records Management Officer - **Vernon Tenney**
- c) Records Access Officer - **Deborah Sundlov**
- d) Special Counsel - Ferrara Fiorenza PC
- e) External Auditor for the Records for Fiscal Year 2024-2025 – Mengel, Metzger & Barr
- f) Internal Auditor for the Records for Fiscal Year 2024-2025 - Bonadio & Co. LLP
- g) Athletic Training Services - F.F. Thompson Hospital Systems, Inc. for 2024-2029
- h) Employees Health Services - F.F. Thompson Hospital Systems, Inc. (Health Works Occupational Medicine)
- i) School Physician - FF Thompson Health, Dr. Michael Foote and nurse practitioners Jamie Kline, FNP and Karen Yax, FNP
- j) Student Accident Insurance - Gerber Life Insurance Company
- k) Homeless Liaison Designee - **Vernon Tenney**
- l) Copyright Officer - **Dan Bowman**
- m) Broker of Record Medical Consultant - Steve Smola, Smola Consulting, LLC
- n) Broker of Record Liability Insurance Agency - Haylor, Freyer & Coon
- o) Financial Advisor - Bernard P. Donegan, Inc.
- p) Architecture Firm - Labella Associate, DPC
- q) Medicaid Compliance Officer - **Matt Fitch**
- r) LEA Asbestos Designee - **Mike McClain**
- s) Bond Counsel - Tim McGill Esq.
- t) Dignity Act Coordinators – **Kris VanDuyne**, **Michele Reynolds**, **Lindsay Lazenby**, **Justine Olszewski**, **Theron Chin**, **Cary Burke**, **Eric Jordan**, **Rachel Schading**, **Kaitlin LaFave**, **Calee Prindle**
- u) Civil Rights Compliance Officer - **Jamie Farr**
- v) Integrated Pest Management (IPM) Coordinator - **Mike McClain**
- w) Information Resource for Substance Use Related Services - **Cindy Vanderlee**
- x) Data Privacy Officer - **Dan Bowman**
- y) Chemical Safety Specialists - **Cary Burke**
- z) Data Protection Officer - **Daniel Bowman**
- aa) Point of Contact for State and Local Child Welfare Agencies - **Vernon Tenney**
- bb) Chief Emergency Officer - **Brian Nolan**

9. Payment Rates

the Board of Education authorizes the following payment rates for the 2024-2025 school year:

a) Mileage Reimbursement Rate	IRS Standard Rate
b) Daily Rate for Sub Teacher Non-Certified	\$120
c) Daily Rate for Sub Teacher Certified	\$130
d) Daily Rate for Sub Teacher Preferred	\$135
e) Daily Rate for Sub Teacher Contract	\$140
f) Daily Rate for Retired CA Teacher Contract Sub	\$160
g) Hourly Rate for Tutoring Certified - Non CTA	\$ 34
h) Hourly Rate for Tutoring Non-Certified – Non CTA	\$ 24
i) Hourly Rate for Sub Registered Nurse	\$ 22
j) Hourly Rate for Sub School Bus Driver	\$ 19
k) Hourly Rate for Sub Custodial Worker	\$ 15
l) Hourly Rate for Sub Maintenance	\$ 18
m) Hourly Rate for Sub Contract Registered Nurse	\$ 23
n) Hourly Rate for Sub Bus Monitor	\$ 15
o) Hourly Rate for Sub School Monitor	\$ 15
p) Hourly Rate for Sub Teacher Aid	\$ 15
q) Hourly Rate for Sub Food Service Helper	\$ 15
r) Hourly Rate for Student Helper	\$ 15
s) Ensemble Rehearsal Accompanist	\$ 35 per rehearsal service
t) Ensemble Concert Accompanist	\$ 35 per in school concert performance
u) Ensemble Concert Accompanist	\$100 per evening concert performance
v) Hourly Rate for Lifeguard	\$ 15
w) General Counsel Attorney’s Fees	
i. Partner/Senior Associates - \$235/hr	
ii. Associates - \$200-\$230	
iii. Law Clerks - \$160/hr	
iv. Paralegal - \$140/hr	

10. Official Undertakings

authorizes faithful performance and blanket position bond coverage for the 2024-2025 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

the Board of Education approves the establishment of Petty Cash Funds for the school year 2024-2025, as follows:

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

12. Approval of Change Funds

the Board of Education approves the establishment of Change Funds for the 2024-2025 school year, as follows:

<u>Change Fund</u>	<u>Amount</u>
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Cafeteria - four schools	\$450
Primary School - Summer School	\$ 20
Extraclass - Summer School	\$200
District Office	\$100
Visual and Performing Arts	\$ 50

13. School Lunch Prices

participation in the Community Eligibility Program (CEP) which allows all students to receive a free breakfast and lunch. The prices of a second school lunch or an adult lunch for the 2024-2025 school year as follows:

Student breakfast - \$2.25
Additional breakfast - \$2.35
Student lunch K-12 - \$3.25
Additional Entrée - \$3.35
Adult lunch - \$5.15

14. Athletic Event Payments

the Athletic Department for a change in payments beginning in 2024-2025

- Game Supervisor- rate - \$60
- Clock Operator- rate - \$55
- Scorebook Keeper- rate - \$50
- Announcer- rate - \$50
- Live Stream Cameraperson- rate - \$50

This rate is for the first three hours work. If an event is longer than three hours, the employee will receive an additional \$18 per hour.

15. Cooperative Bid

BE IT RESOLVED, that the Board of Education of Canandaigua City School District, does authorize the purchasing agent for Monroe 2-Orleans BOCES, to enter into any and all cooperative bidding ventures conducted during the 2024-2025 school year.

16. CIE Parent Representative

of the following parent representatives to the Council for Instructional Excellence for the 2024-2025 school year:

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

17. CSE/CPSE Appointments

the Board of Education approves 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

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

the membership of the Committee on Special Education (CSE), the sub-Committee on Special Education and the Committee on Preschool Special Education (CPSE) for the 2024-2025 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:

The parents of the preschool child;

- a) not less than one regular education teacher of the child whenever the child is or may be participating in the regular education environment;
- b) not less than one special education teacher of the child, or, if appropriate, not less than one special education provider of the child;
- c) 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;
- d) 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;
- e) 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;
- f) 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;
- g) 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

- h) 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.

19. 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 Megan Meyers
- 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, Tammy Wood, and Dennis DesRosiers

20. Confirmation of Regular Board Meetings

the below dates are scheduled for Board of Education meetings/workshops dates for the 2024-2025 school year. Workshops will be held in various buildings throughout the school year. The school district website will provide locations and times for these meetings. These dates were originally approved on April 15, 2024. July ***1, July 29, August 26, September 9 and 23, October 7 and *21, November *18, December **4 and 16, January 13 and *27, February 10, March 3 and 24, April 7 and *23, May 12 and **20, and June 9 ----
*workshop, **accept vote, ***reorganizational meeting

21. 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

22. 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.

23. 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.*

24. Code of Conduct

the Board of Education re-adopts Code of Conduct for the 2024-2025 school year.

25. Professional Learning Plan

the Professional Learning Plan for the Canandaigua City School District for the 2024-2025 school year. Additional information is included as an attachment.

26. Instructional Technology Plan

the Instructional Technology Plan for the Canandaigua City School District for the 2024-2025 school year. Additional information is included as an attachment.

27. Multi-Tiered System of Supports (MTSS)

the Superintendent recommends that the Board of Education re-adopt the Multi-Tiered System of Supports (MTSS) for 2024-2025.

28. District Safety Plan

the Board of Education re-adopts the District Safety Plan for 2024-2025 school year.

29. Chemical Hygiene Plan

the Board of Education approves the District Chemical Hygiene Plan for the 2024-2025 school year as listed as an attachment and will be filed in the Supplemental Minutes File.

30. Preferred Vendors

Preferred Vendor status can be used in rare cases where a particular vendor provides exceptional value to the District but does not meet competitive bidding requirements or criteria for other exceptions outlined in the Purchasing Guidebook. Those seeking to obtain approval of a Preferred Vendor must demonstrate how it provides exceptional value by completing a Preferred Vendor Justification Letter and a 4070R Worksheet for the items/services most commonly purchased from that vendor. These documents are subject to review by the Business Office prior to submission to the Board of Education for approval.

Preferred Vendors for 2024-2025:

Baxter Piano, Bus Parts Warehouse, Canandaigua Civic Center, Cummins Sales and Service, JW Pepper, Mobile Music, Riddell Sports, Roseland Bowl, and Ski Bristol Mountain, Eagle Gymnastics, Overdrive Inc.

End of Appointments, Designations and Authorizations

Resolution Authorizing Issuance of Notes and Bonds

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

APPROVED: 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	Voting Yes
Mrs. Megan Personale	Voting Yes
Mr. John Polimeni	Absent
Dr. Jen Schneider	Voting Yes
Ms. Jenny Tessendorf	Voting Yes
Mrs. Beth Thomas	Voting Yes
Mrs. Jeanie Grimm	Voting Yes

End of Reorganizational Agenda

Consensus Agenda

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

APPROVED: CONSENSUS AGENDA

Business & District Items

1. Agreements/ Contracts

an agreement with Upstate Music Therapy LLC to provide music therapy students per student IEPs from July 1, 2024-June 30, 2025

an agreement with Lindsay Data Systems to assist the district with software development and maintenance of various student dashboard systems for the 2024-2025 school year.

an agreement with The Rochester School of the Holy Childhood, Inc. for music therapy services per student(s) IEP from July 8, 2024-August 16, 2024.

2. Surplus Books

of Mrs. Emily Bonadonna, Primary School Principal, to declare as surplus items the list of library books.

3. 2023-2024 Reserve Plan

approval of the 2023-2024 Reserve Plan.

4. Field Placement

of Ms. Kris VanDuyne, Interim Middle School Principal, recommends:

- Leyton DeMeo, Hobart William Smith with Joe Sabbour- September 6-December 6, 2024

5. Textbook Adoption- Initial Approval

At the June CIE meeting, the Council reviewed and approved the following textbook addition. A thorough review occurred through the department, the building principal, and finally the CIE as directed in the District Curriculum Procedures Manual.

- AP US Government and Politics: *American Government: Stories of a Nation*

6. Recommendations of the Committee on Special Education

of the Committee on Special Education meeting dates of: January 26, 29, February 27, March 1, 4, 5, 6, 11, 12, 13, 18, 19, 20, 21, 22, 26, 28, April 1, 9, 10, 11, 12, 15, 16, 17, 18, 19, 22, 23, 24, 25, 26, 29, 30, May 2, 3, 6, 7, 8, 9, 10, 13, 14, 20, 21, 22, 24, 28, 29, 30, June 3, 4, 5, 6, 7, 10, 11, 12, and 13.

Personnel

1. Non-Instructional Personnel

A. Retirement

of 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>
Barbara Newtown	Teacher Aide, Middle School	8/15/2024	25

B. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Jacqui Tessena	School RN	Resignation	6/30/2024
Emma Mincer	Teacher Aide	Resignation	8/16/2024
Martha O'Donnell	Typist, FT-12 Mo.	Resignation in order to accept new position in the District	6/30/2024
Eileen Hulme	Typist, FT-12 Mo.	Resignation in order to accept new position in the District	6/30/2024
Aimee Bennett	Typist, FT-12 Mo.	Resignation in order to accept new position in the District	6/30/2024
Jenna Sutton	Typist, FT-12 Mo.	Resignation in order to accept new position in the District	6/30/2024
Rosa Oliveri	Teacher Aide	Resignation	6/25/2024

C. Appointments

Pending Civil Service approval and NYSED fingerprint clearance where applicable:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Deborah Mayo	School Bus Monitor	6/20/2024	\$15.07/hr.
Melinda Blaisdell Goodman	Substitute RN	7/1/2024	\$22.00/hr.
Brock Davies	Custodian, Night Supervising	6/28/2024	\$19.33/hr.
William Bement	School Bus Driver	9/3/2024	\$24.91/hr.
Taylor Meade	School Bus Driver	9/3/2024	\$24.91/hr.
Keith Young	School Bus Driver	9/3/2024	\$24.91/hr.
Jacqui Tessena	Substitute RN	7/1/2024	\$22.00/hr.
Lacreasha Cook	Typist, FT 12-Mo.	7/1/2024	\$16.13/hr.
Martha O'Donnell	Secretary I	7/1/2024	\$18.40/hr.
Eileen Hulme	Secretary I	7/1/2024	\$18.40/hr.
Aimee Bennett	Secretary I	7/1/2024	\$18.40/hr.
Jenna Sutton	Secretary I	7/1/2024	\$18.40/hr.
Sara Scharr	Teacher Aide	9/3/2024	\$15.35/hr.

D. Special Programs Extended School Year

for the ESY Special Programs Summer School Program at 2024-2025 rates in accordance with contract:

Heather Gustafson
Sandra Fritz
Donna Mitchell
Tracey Donnellan
Jessica Greening
Donna Mitchell
Ellen Scharf
Jaime Shelters

E. Canandaigua Middle School Summer Program

for the CMS Summer School Program at 2024-2025 rates in accordance with contract:

Jaime Snell, Teacher Aide
Barb Newtown, Teacher Aide
Betsy Taylor, Teacher Aide
Josh Catlin, Student Helper
Aidan Johnson, Student Helper
Jack Johnson, Student Helper
Fiona Ross-McGuire, Student Helper
Macy Schneckenburger, Student Helper
Betsy Taylor, Teacher Aide (Nurses Office)

F. Summer Positions

for the Summer positions at 2024-2025 rates in accordance with contract:

Cindy Johnston, Teacher Aide (Nurses Office)
Christine Palmer, Sub RN

G. Individual Contracts

for the Superintendent to have approval from the Board of Education to allow the Superintendent and the Board President to finalize the following individual contracts:

Jill Ehrlinger, Claims Auditor
Matthew Schrage, Assistant Superintendent of Instruction
Linda Eames, Secretary to Assistant Superintendent of Business
Barbara Samatulski, Bus Dispatcher
Jamie Farr, Superintendent

2. Instructional Personnel

A. Resignation

1. of Byungmoon Cho, Physics Teacher at the Academy, has resigned from the District effective June 30, 2024.
2. of Olivia Lobo, Art Teacher at the Primary School, has resigned from the District effective June 30, 2024.
3. of Kristine VanDuyne, Director of Professional Development, in order to accept another position in the District effective 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. of **Courtney Paris** received her Bachelor's degree in Inclusive Childhood Education from SUNY Cortland. Ms. Paris is appointed to a 1.0 FTE 4-year probationary Elementary Education Teacher with a tenure area of Elementary effective September 1, 2024.
2. of **Mary Dobreski** earned her Bachelor's and Master's degrees in Childhood Education from SUNY Potsdam. Ms. Dobreski is appointed to a 1.0 FTE, non-tenured, Long-Term Substitute Elementary Teacher for the 2024-2025 school year.
3. of **Kristine VanDuyne** will be appointed to a 1.0 FTE, 4-year probationary Principal position with a tenure area of Principal effective July 1, 2024. Ms. VanDuyne has worked for the District since 2004 in multiple positions including a Social Studies Teacher, Curriculum Area Lead Teacher for Social Studies, Dean of Students at the Academy, Assistant Principal for the Coordination of Federal Stimulus Funded Activities, Director of Professional Development, and currently as Interim Principal at the Middle School.

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Step/Rate</u>	<u>Probationary Period</u>
Courtney Paris	Childhood Ed Grades 1-6; Students w/ Disabilities Grades 1-6	9/1/2024	Step 1	4 year
Mary Dobreski	Childhood Ed Grades 1-6; Early Childhood Ed Grades B-2	9/1/2024-6/30/2025	Step 1	N/A
Kristine VanDuyne	SBL; SDL; Social Studies 7-12	7/1/2024	Per Contract	4 year

4. Special Programs Extended School Year

for the ESY Special Programs Summer Program at rates in accordance with contract:

Amy Vaughn
Courtney Lomber
Sam Marren
Matt Ross-McGuire

5. Summer Reading and Math Program

for the Summer Reading and Math Program at rates in accordance with contract:

Marre Benoit, Summer Teacher Leader

6. Canandaigua Middle School Summer Program

for the CMS Summer School Program at rates in accordance with contract

McKenna Bunting
Dale Carrigan
Haley Carrigan
Jackie Corbett
Brian Crnkovich
Tedra Gerstner
Shane Driffill
Shay Juliano
Ally Murray
Maria Wade
Deb VanDeMortal
Katie Reaves
Sally McKenna
Hannah Godfrey
Casey Gross
Josh Catlin

C. Non-Certified Substitute Teachers

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:

William Martin

End of Consensus Agenda

Brick Veneer- 5262 Parkside Drive

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

APPROVED: VOTING ON BRICK VENEER

Based upon bids that were received for the Canandaigua Brick Veneer for 5262 Parkside Drive. Opening of bids was held on June 21, 2024:

Contractor: Weckesser Brick Co., Inc.
Base Bid: \$60,017.32

The Assistant Superintendent for Personnel and Support Services recommends that the Board of Education award the contract for Brick Veneer as follows:

Contract: Weckesser Brick Co., Inc. \$60,017.32

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

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

Adjournment

Upon a motion made by Mr. Johnson, seconded Mrs. Personale, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 8:07 a.m. The next Regular meeting will be on July 29, 2024 at the Operations Center.

Respectfully submitted,

Deborah Sundlov
District Clerk