
The Reorganizational meeting of the Canandaigua City School District Board of Education was held on Monday, July 1, 2025 at 8:00 a.m. at the District Office, District Clerk Sundlov presiding.

BOARD MEMBERS PRESENT: Jeanie Grimm, Milton Johnson, Jen Schneider, Jenny Tessendorf, Beth Thomas

BOARD MEMBERS ABSENT: Amy Calabrese, Julianne Miller, Megan Personale, John Polimeni

LEADERSHIP TEAM PRESENT: Jamie Farr, Matt Schrage

LEADERSHIP TEAM ABSENT: Brian Nolan, 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 Julianne Miller (will be completed prior July 30, 2025)

Election of President for 2025-2026 and Oath of Office

Ms. Sundlov asked for nominations for Board 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. 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 Dr. Schneider, seconded by Ms. Tessendorf, 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 be administered the Oath of Office prior to the next Board Meeting.

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 Ms. Tessendorf, seconded by Mr. Johnson, 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 2025-2026 school year.

b) Appointment of District Clerk

Appointment of **Deborah Sundlov** as District Clerk for the 2025-2026 school year.

c) Appointment of District Clerk Pro Tem

appointment of **Jeanie Grimm** and **Matt Fitch** as District Clerk Pro Tem for the 2025-2026 school year.

d) Appointment of Claims Auditor

appointment of **Linda Gerstner** as Claims Auditor for the 2025-2026 school year.

e) Appointment of Deputy Claims Auditor

appointment of **Coletta Perkins** as Deputy Claims Auditor for the 2025-2026 school year.

2. Designations of Depositories

the Board of Education designates 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 2025-2026 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
- Community Bank \$15,000,000
- Metropolitan Commercial Bank \$80,000

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

authorizes **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 2025-2026 school year.

6. Authorizations

District Functions

the Board of Education authorize the following persons to perform the function specified for the 2025-2026 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, HSA Bank, Cafeteria Plan Agreements, HSA Bank, 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

or 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 approve the following appointments for the 2025-2026 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 2025-2026 – Mengel, Metzger & Barr
- f) Internal Auditor for the Records for Fiscal Year 2025-2026 - 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**, **Marie Windover**
- 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 - **Adam Stoler**
- 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 authorize the following payment rates for the 2025-2026 school year:

a) Mileage Reimbursement Rate	IRS Standard Rate
b) Daily Rate for Sub Teacher Non-Certified	\$125
c) Daily Rate for Sub Teacher Certified	\$135
d) Daily Rate for Sub Teacher Preferred	\$145
e) Daily Rate for Sub Teacher Contract	\$145
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	\$ 15.50
l) Hourly Rate for Sub Maintenance	\$ 18
m) Hourly Rate for Sub Contract Registered Nurse	\$ 23
n) Hourly Rate for Sub Bus Monitor	\$ 15.50
o) Hourly Rate for Sub School Monitor	\$ 15.50
p) Hourly Rate for Sub Teacher Aid	\$ 15.50
q) Hourly Rate for Sub Food Service Helper	\$ 15.50
r) Hourly Rate for Student Helper	\$ 15.50
s) Hourly Rate for Bus Driver Trainee	\$ 15.50
t) Ensemble Rehearsal Accompanist	\$ 35 per rehearsal service
u) Ensemble Concert Accompanist	\$ 35 per in school concert performance
v) Ensemble Concert Accompanist	\$100 per evening concert performance
w) Hourly Rate for Lifeguard	\$ 15.50
x) 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

the Board of Education authorizes faithful performance and blanket position bond coverage for the 2025-2026 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

approves the establishment of Petty Cash Funds for the school year 2025-2026 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>
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 2025-2026 school year as follows:

Student breakfast - \$2.25
Student lunch K-12 - \$3.25
Additional Entrée - \$2.70
Additional Meal - \$3.50
Adult lunch - \$5.15

14. Athletic Event Payments

the Athletic Department for a change in payments beginning in 2025-2026:

- Game Supervisor- rate - \$60
- Clock Operator- rate - \$55
- Scorebook Keeper- rate - \$50
- Announcer- rate - \$50
- Live Stream Cameraperson- rate - \$50
- Head Athletic Events Supervisor Fall- rate - \$6,000
- Head Athletic Events Supervisor Winter- rate - \$6,500
- Head Athletic Events Supervisor Spring- rate - \$4,000

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 2025-2026 school year.

16. CIE Parent Representative

1 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

– Rebecca Aikins, Jennifer Callard, 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 2025-2026 school 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

Middle School- Rachael Wendt, James Brenchley

Middle School/CACC- James Brenchley, Rachel Shading

High School- Amy Principato and Mandy Dedrick-Gerstner

Administrative Team- Catherine Coffee, Jen Marafioti, Tonya Russell, Rachael Schading, Tammy Wood

20. Confirmation of Regular Board Meetings

the below dates are scheduled for Board of Education meetings/workshops dates for the 2025-2026 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 March 24, 2025.

July 1**, July 28, August 25, September 8, September 29, October 20, November 3*, November 17*, December 8, January 12, January 26*, February 9, March 2, March 16, April 13, April 22*, May 4, May 20, and June 8. *Workshop dates, Reorganization date **

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-adopted Code of Conduct for the 2025-2026 school year.

25. Professional Learning Plan

the Professional Learning Plan for the Canandaigua City School District for the 2025-2026 school year. t.

26. Instructional Technology Plan

the Instructional Technology Plan for the Canandaigua City School District for the 2025-2026 school year.

27. Multi-Tiered System of Supports (MTSS)

re-adoption of the Multi-Tiered System of Supports (MTSS) for 2025-2026.

28. District Safety Plan

re-adoption of the District Safety Plan for 2025-2026 school year.

29. Chemical Hygiene Plan

the District Chemical Hygiene Plan for the 2025-2026 school year.

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 2025-2026:

Bus Parts Warehouse, Cummins Service, Eagle Gymnastics, Greater Canandaigua Civic Center,
J.W. Pepper, Mobile Music, OverDrive, Roseland Bowl, Ski Bristol Mountain, St. Vincent Press

End of Appointments, Designations and Authorizations

Resolution Authorizing Issuance of Notes and Bonds

Upon a motion made by Ms. Tessendorf, seconded by Mr. Johnson, 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	Absent
Mrs. Megan Personale	Absent
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

Board Meeting Minutes

Upon a motion made by Mr. Johnson, seconded by Dr. Schneider, with all present voting yes, the Board of Education approved the June 9, 2025 and June 16, 2025 meeting minutes.

APPROVED: MINUTES

Consensus Agenda

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

APPROVED: CONSENSUS AGENDA

Business & District Items

1. Textbook Adoption- Final Approval

At the May 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.

- *Modern Band Method – A Beginner's Guide for Group or Private Instruction* Authors: Scott Burstein, Mary Claxton, Dave Wish, Spencer Hale (*initial June 9, 2025*)

2. Agreements

An agreement with Liberty Resources Psychology, Physical, Occupational, and Speech Therapy PLLC for the provision of Prompt Speech Services per student(s) IEP from July 1, 2025-June 30, 2026.

3. Canandaigua Clerical and Paraprofessional Association

Approval of the Canandaigua Clerical and Paraprofessional Association for the years 2025-2026, 2026-2027 and 2027-2028.

4. Surplus items

the request of Mrs. Marissa Logue, Academy Principal, to declare as surplus the following due to age and condition:

- 40 textbooks; *Gemini Pre-Calculus*
- Bari Sax - 411258
- Bass Clarinet - 27683
- Bass Clarinet - 49794
- Trumpet - K59739
- Trombone - 735561
- French Horn - 890351

5. Field Trip- Initial Approval

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

- NYSCLSA State Leadership, November 23-26, 2025- Niagara Falls, NY

6. Academy Club- Name Change

a club, Student Forum for Mental Health was Board approved on April 27, 2022. In 2023, the club members requested a name change to **Work to Be Well**.

7. Foreign Exchange Organization

the request of Mrs. Marissa Logue, Academy Principal, for **High School in the USA (HSUSA) Student Exchange Program** to be approved as a foreign exchange organization. A review was completed by Mrs. Logue and the program, although newer to New York, they come with high recommendations from other districts. Policy 3310 limits the number of organizations to be approved at any one time to four. Because the District has not had a student from Youth for Understanding since the 2015-2016 school year they will be removed. The four approved organizations will be Rotary, American Field Service (AFS), ASSE International Exchange Program and HSUSA. This change will become effective in the 2025-2026 school year.

8. Recommendations of the Committee on Special Education

the Committee on Special Education recommendations meeting dates of March 6, 27, April 8, 10, 11, 21, 22, 23, 25, 29, 30, May 1, 2, 5, 6, 7, 8, 12, 13, 14, 15, 19, 20, 21, 22, 27, 28, 29, 30, June 2, 3, 4, 5, 6, 9, 10, 11, 12, 13, and 17, 2025.

Personnel

1. Non-Instructional Personnel

A. Retirement

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>
Brenda Haley	Typist, FT	6/27/2025	8

B. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Carol Aruck	School Monitor	Resignation	6/26/2025
Jonah Lawrence	Student Helper-CSMT	Declined position	6/12/2025
Sililuck Seibert	Food Service Helper	Resignation	6/17/2025
Jing Qian	Teacher Aide	Resignation	6/16/2025
Rebecca Fox	Teacher Aide	Resignation	6/26/2025
Lynne Sigl	Typist, FT 12-month	Resignation in order to accept another position in the District	9/1/2025
Jennifer Brown	Licensed Practical Nurse	Resignation	6/27/2025
Matthew Bradshaw	School Bus Driver	Resignation in order to accept another position in the District	6/26/2025
Hanna Joslyn	Teacher Aide	Resignation	6/26/2025
Matthew Bradshaw	School Bus Driver	Resignation	6/26/2025
Brian LaBerge	School Bus Driver	Resignation	6/26/2025

C. Appointments

ending Civil Service approval and NYSED fingerprint clearance where applicable:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Meghan Johnson	Summer Custodial Worker	7/1/2025	\$16.00/hr.
Carrie Klug	Food Service Helper	6/9/2025	\$15.76/hr.
Carol Aruck	Substitute School Monitor	9/1/2025	\$15.50/hr.
Carol Aruck	Substitute Teacher Aide	9/1/2025	\$15.50/hr.
Aaron Miller	Student Helper	7/1/2025	\$15.50/hr.
Toddy DeRycke	School Bus Driver Non-Route	6/18/2025	\$21.00/hr.
Cathleen Bement	School Bus Driver Trainee	7/2/2025	\$15.50/hr.
Virginia Smith	Administrative Aide	9/2/2025	Per Contract
Christine Hann-Laros	Library Aide	9/2/2025	Per Contract
Brenda Haley	Substitute Typist	7/1/2025	Retiree Rate
Tricia Vattimo	Summer Receptionist	7/7/2025	Per Contract
Susan Hogan	Summer Receptionist	7/7/2025	Per Contract
Mary Dodsworth	Summer Receptionist Substitute	7/7/2025	Per Contract
Melinda Andrews	Typist, 10-Month	6/20/2025	\$16.13/hr.
Lynne Sigl	Typist, 10-Month	9/2/2025	Per Contract
Jennifer Brown	Substitute Nurse (LPN)	7/1/2025	\$21.00/hr.
Faith Shaw	Clerical Substitute	6/23/2025	Retiree Rate
Matthew Bradshaw	Auto Mechanic/Bus Driver	6/27/2025	\$21.01/hr.
Claire Nolan	Student Helper	7/1/2025	\$15.50/hr.
Olivia Schrage	Student Helper	7/1/2025	\$15.50/hr.
Lauren Schrage	Student Helper	7/1/2025	\$15.50/hr.
Lindsay Schrage	Aide Sub	7/1/2025	\$15.50/hr.

D. Summer Programs

the following staff to work in Summer programs at the 2025-2026 rate:

Middle School Summer Connect Program:

Stephanie Boylan	Teacher Aide
Cay-Lee Sick	Teacher Aide
Aidan Johnson	Student Helper
Fiona Ross-McGuire	Student Helper
Macy Schneckenburger	Student Helper
Olivia Spinelli	Student Helper
Jenna Tenney	Student Helper
Mary Jane Welch	Substitute Teacher Aide
Betsy Taylor	Receptionist

Special Programs Extended School Year Support Staff:

Emma Arnaud	Bergandy Benitez	April Burke
Dana Burpee	Ashley Cuppernell	Jeannine Crudele
Nissa Deibler	Mariah Defilippo	Heather Gustafson
Yaite Henrique Moreno	Sue Hockenberry	Sue Jokinen
Alissa Kemp	Amber Keppen	Cynthia Lyke
Elizabeth May	Amy McCarthy	Michael McFetridge
Jessica Mulberger	Grace Murdock	Linda O'Shea
Shelly O'Brien	Stephanie Parsell	John Rivera
Mary Santella	Patrick Sheridan	Corey Sliwka
Sara Tasso	Elise Tarlach	Taylor Tripodi
Mary Jane Welch	Jamie Shelters	Julie Robert
Sherry Sanderson	Danielle Consaul	Ellen Scharf
Ashley Fisher		

E. 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 contract:
Christopher Bliss, Head Mechanic

2. Instructional Personnel

A. Resignation for the Purpose of 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 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>
Donovan Lopez	Business Teacher	8/7/2025	2

B. Resignation

- 1) of Christine Paige who is resigning from her Assistant Director of Special Programs position effective June 30, 2025 in order to accept another position with the District.
- 2) of Abigail Cantello, School Counselor at the Elementary School, who has resigned from the District effective July 14, 2025.
- 3) of Justine Olszewski who resigned from her Assistant Principal position at the Primary-Elementary complex in order to accept another position with the District.

C. Leave of Absence

- 1) of Alexandra Benza, Special Education Teacher at the Elementary School, for a leave of absence from November 20, 2025 through March 2, 2026.
- 2) of Jennifer Rhode, Speech and Language Therapist at the Primary School, for a leave of absence from December 1, 2025 through February 6, 2026.

D. 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 Christine Paige who will be appointed to a 1.0 FTE, 10-month, 3-year probationary Coordinator of Tutoring Services with a tenure area of Coordinator of Tutoring Services effective July 1, 2025.
- 2) of Jeffrey Howard who received his Bachelor's degree in Mathematics from the University at Buffalo where he also earned his Master's degree. He has been working in the field of education for 32 years. Mr. Howard is appointed to a 1.0 FTE, non-tenured, Mathematics Teacher for the 2025-2026 school year.
- 3) of Jacob Gruendike who received his Bachelor's degree in Social Studies: Adolescence Education from SUNY Fredonia where he also earned his Master's degree in Literacy. He has been working in education since 2022 and was an Interim Substitute for the District in the 2024-2025 school year. Mr. Gruendike is appointed to a 1.0 FTE, non-tenured, Social Studies Teacher for the 2025-2026 school year.

<u>Name</u>	<u>Certification</u>	<u>Appt. Effective</u>	<u>Step/Rate</u>
Christine Paige	School District Leader; Special Education; Pre-Kindergarten, Kindergarten and Grades 1-6	7/1/2025	Per Contract
Jeffrey Howard	Mathematics 7-12	9/1/2025-6/30/2026	Step 1
Jacob Gruendike	Social Studies 7-12	9/1/2025-6/30/2026	Step 1

4) Interim Substitute

the following for Interim Substitute positions as indicated at an agreed upon rate for the duration of the assignment:

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Kaitlyn Evans	Grade 6 Teacher	Middle School	5/14/2025-6/26/2025
Kay Nemecek	Special Education Teacher	Academy	9/4/2025-11/21/2025

5) Tutor

the following individual to a Tutor position conditional upon criminal history clearance from the New York State Education Department.

TJ Berley

6) Certified Substitute Teachers

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

Margaret Maves (Preferred)

Kathleen Weigert (Preferred)

7) Contract Substitute Teacher

the following individual to a Contract Substitute Teacher position for the 2025-2026 school year at the approved rate:

Abigail Payne – Academy

8) Special Programs Extended School Year Professional Staff

the following professional staff and service providers for the ESY Special Programs Summer Program at a rate in accordance with contract:

Teachers:

Alexander Hennessey
Alexandra Benza
Brenda Boylan
Carly Camp
Christopher Rodriguez
Julie Lawrence
Kaitlyn Estes
Laura Corey
Lisa Cooke
Matt Groot
Matt Ross-McGuire
Megan Myers, Coordinator

Service Providers:

Jenna Bonvelli, SLP
Jennifer Rhode, SLP
Jael Hannah, LPN (BOCES)
Christine D'Amato, PT
Sharon Raymo, RN
Hannah Redington, OT
Kelly LaBouf, LPN
Deanna Dramer, SW
Kim Hassett, SLP
Angela Osso-Carbonaro, SW
Courtney Lomber, OT

Substitute Teachers:

Amanda Swartele
Sherry Sanderson
Danielle Consaul
Erin Daul
Oreshya Peterson
Tom Wilmott

9) Summer Programs

the following staff for Summer Programs at a rates in accordance with contract:

Middle School Summer Connect Program:

Teachers:

McKenna Bunting
Jennifer McDonald
Haley Carrigan
Jackie Corbett
Brian Crnkovich
Tedra Gerstner
Angel Clark
Shay Juliano
Ally Murray
Maria Wade
Kathryn Reaves

Substitute Teachers:

Shane Drifill
Mary Eckdahl
Casey Gross
Maureen Loeffler
Sally McKenna
Olivia Spinelli
Jenna Tenney

Summer Reading & Math Program:

Teachers:

Katie Beaudoin
Haley Bickel
Teresa Casper
Genial Close
Regina Czora
Ann Gleason
Genevieve Hamilton
Kathryn Hanford
Brandon Herod
Sara Kelly

Substitute Teachers:

Deanna Bagley
Kristina Cahoon
Alicia Castellon
Elizabeth Consaul
Casey Gross
Erin Hopkins
Carrie Ieda
Katherine Madia
Christine McClain
Amber Pawlak

Lori LaFave
Lisa Lupton
Michael McCarthy
Tabitha Metz
Katherine Parker
Kerri Ross-McGuire
Kellie Simpson
Kathy Tyler
Danielle Consaul

Kaylee Rose
Leslie Tomanovich

End of Consensus Agenda

Conflict of Interest

Board members are to review the list of Vendors and sign off on a Conflict-of-Interest Statement.

SEQR- 2025 Capital Outlay Project Amendment

The original resolution was approved on March 24, 2025. This is an amendment to the wording:

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

APPROVED: 2025 CAPITAL OUTLAY PROJECT AMENDMENT

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.

1. Hereby declares itself as the lead agency in connections with the requirements of SEQR:
2. Hereby declares the Project as a Type II Action, which requires no further review under SEQR.

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

Mrs. Amy Calabrese	Absent
Mr. Milton Johnson	Voting Yes
Mrs. Julianne Miller	Absent
Mrs. Megan Personale	Absent
Mr. John Polimeni	Absent

Dr. Jen Schneider	Voting Yes
Ms. Jenny Tessendorf	Voting Yes
Mrs. Beth Thomas	Voting Yes
Mrs. Jeanie Grimm	Voting Yes

The Resolution was thereupon declared adopted.

Board Committee

Policy Committee

Mrs. Thomas submitted the two policies for a first reading.

- First Reading- 1170 Student Delegate
- First Reading- 2150 Extreme Heat

Adjournment

Upon a motion made by Mr. Johnson, seconded Mrs. Thomas, 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 28, 2025 at the Operations Center.

Respectfully submitted,

Deborah Sundlov
District Clerk