

Tuesday, September 27, 2016
Regular Meeting Minutes

RUSH-HENRIETTA CENTRAL SCHOOL DISTRICT

District No. 1 of the Towns of Rush, Henrietta, Pittsford, and Brighton

All appendices referenced to, herein, are incorporated into and made part of the official minutes of this meeting to the same extent as if fully set forth.

In Attendance

Board members:	Mr. Robert L. Cook, President
	Mr. Sean P. McCormick, Vice President
	Mr. Robert C. Bower
	Mrs. Diane E. McBride
	Mrs. Sue A. Smith
	Mrs. Annmarie Strzyzynski
Bob member absent:	Mr. Simeon I. Banister
Others:	Dr. J. Kenneth Graham Jr. Ph.D., Superintendent of Schools
	Mr. George DesMarteau, School Attorney
	Ms. Sheri Brege, Acting School District Clerk
	Ms. Nerlande Anselme, Assistant Superintendent, Student & Family Services
	Dr. Patrick McCue, Assistant Superintendent, Human Resources & Strategic Initiatives
	Mr. Andrew Whitmore, Assistant Superintendent, School Finance & Operations
	Ms. Dina Wilson, Assistant Superintendent, Curriculum & Instruction
	Ms. Deanna Abid, Student Representative to the Board

1. BOARD OF EDUCATION MEETING - GENERAL

- A. Board of Education Members, Superintendent of Schools, School Attorney, Acting School District Clerk, Cabinet Members were present. Mr. Simeon Banister was absent.
- B. Meeting Information
The regular meeting of the Board of Education of the Rush-Henrietta Central School District was held Tuesday, September 27, 2016 in the Dee Strickland Conference Room at the John W. Parker Administration Building, 2034 Lehigh Station Road, Henrietta, NY 14467.

2. OPENING OF PUBLIC MEETING

- A. Mr. Cook called the meeting to order at 6:30 p.m.

3. EXECUTIVE SESSION

- A. The board entered into executive session to discuss the Superintendent's Evaluation – Goals.

MOTION TO ENTER EXECUTIVE SESSION AT 6:30 P.M.
TO DISCUSS THE SUPERINTENDENT'S EVALUATION - GOALS

MOVED: Mr. Bower
SECONDED: Mrs. Smith
MOTION CARRIED: 6-0

MOTION TO EXIT EXECUTIVE SESSION AT 6:58 P.M.

MOVED: Mr. McCormick
SECONDED: Mrs. Strzyzynski
MOTION CARRIED: 6-0

4. RETURN TO PUBLIC MEETING

- A. Mr. Cook recalled the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited. Under Agenda Review, Dr. McCue asked to pull #13 from Agenda item 8, Personnel Actions; the paperwork wasn't ready.

5. PUBLIC FORUM

- A. No one from the audience signed up to speak.

6. BOARD MEMBER REPORT FROM STUDENT REPRESENTATIVE

Ms. Abid announced – On Friday, September 30, during Block 5, sophomores will have the opportunity for a meet and greet with students involved in the many clubs and activities offered at Rush-Henrietta. The fair will be held in the gym followed by an Ice Cream Social. Homecoming Events: On October 11, there will be a Powder Puff tournament; on Friday, October 14 there will be a Pep Rally followed by a Food Truck Rodeo and a Dodgeball Game. There will be no parade this year. On Saturday, October 15 the Hall of Fame Inductions will take place at 1 p.m. prior to the 2 p.m. football game.

Students requested that the Senior High School consider bringing back the “Gold Pass” to reward students who are doing well academically and are in good standing. They are trying to get discounts to local establishments for the rewards.

7. CONSENT AGENDA ITEMS FOR ROUTINE MATTERS (Reference appendices #7A-D)

- A. Action pertaining to the award of bids: Course Description Guide
- B. Action pertaining to approval of Committee on Special Education chairs during the 2016 summer season
- C. Action pertaining to approval of CSE/CPSE recommendations
- D. Action pertaining to approval of Board of Education regular meeting minutes - 9/13/16, to include changes from Mrs. Smith.

**MOTION PERTAINING TO ACCEPTANCE
OF CONSENT AGENDA ITEMS # 7A-D
MOVED: Mrs. McBride
SECONDED: Mr. Bowe
MOTION CARRIED: 6-0**

8. PERSONNEL ACTIONS (Reference appendix #8A)

- A. Action pertaining to approval of personnel actions

**MOTION PERTAINING TO ACCEPTANCE
OF PERSONNEL ACTIONS #1-12, 14-18
MOVED: Mrs. Smith
SECONDED: Mr. McCormick
MOTION CARRIED: 6-0**

9. WORKSHOP - BUDGET DEVELOPMENT II (Reference appendix #9A-B)

Dr. Graham presented an update of the working 2017-18 budget. He pointed out that this represents an educationally sound and fiscally responsible budget. Some expense considerations did change from the August draft. For example, our health insurance premium increased from 8% to 12%. We have a budget gap of \$3.2 million. Listed were 22 suggested reductions totaling \$900,000. He then presented one option for covering the \$3.2 million gap. It would involve a staffing reduction scenario that would cover the remaining \$2.3 million dollar gap for the board to consider.

Dr. Graham will be meeting with Mr. Whitmore, Mrs. Sharlow, and all department heads to find additional cuts, versus reducing our workforce. The board can utilize other resources, such as reserve funds, to offset the deficit. He cautions the board that by utilizing the reserve funds it only pushes the budget problems out into the future. In their upcoming budget discussions, Dr. Graham will be asking the board to advise him how many years of reserve fund utilization they wish to have him plan for.

Budget Forecast and Reserve Utilization -

Mr. Whitmore presented five-year budget projections and outlined the structural costs deficit that the district is facing as a result of the tax cap restraints. He reviewed revenue and expense assumptions with the board. He pointed out that a few of our reserve funds are rich and could be reduced to help offset our \$3.2 million deficit. For example: our Unemployment Reserve could be reduced to \$200,000 giving us \$1.8 million. Other reductions could be experienced through staff attrition.

Dr. Graham said that attrition also comes at a cost (i.e., reduction of facilities by 5-7 positions = no B shift). He noted that lowering class size wouldn't be easy. During his October budget meetings, Dr. Graham will be looking at non-staffing reductions. He will present a working model of options to the board at a future board meeting. He will also be

discussing reorganizational models in December. At that time he will be discussing a reduction in workforce for the reconfiguration in the 2017-18 school year and where the approximate 51 staff members would come from.

10. Workshop - District Reserve Funds (Reference appendix 10A)
A. Reserve Fund - Management Plan

Resolved, that the Board of Education of the Rush-Henrietta Central School District adopt the reserve plan titled "Strategic Plan for Use of Reserves 2016-17," dated September 2016, as presented.

**MOTION PERTAINING TO ACCEPTANCE OF
STRATEGIC PLAN FOR USE OF RESERVES
2016-17, DATED SEPTEMBER 2016
MOVED: Mr. Bower
SECONDED: Mr. McCormick
MOTION CARRIED: 6-0**

11. Workshop - Bond Refunding (Reference appendix 11A-B)
A. Bond Refinancing Plan

Mr. Whitmore outlined a plan for refunding outstanding district bonds. The refunding plan would save the district over \$1 million in debt service. He presented two resolutions for board approval. One is to refund the bonds currently owed. The other is to refund the bonds currently owed less than a \$1 million payment on principal. He explained where funds for the proposed principal payment would come from. Since the district is earning less than .1% on these funds, the second resolution, to apply the \$1 million to paying down the bond debt and refunding the remainder, is recommended. The board concurred.

**MOTION PERTAINING TO APPROVAL
OF REFUNDING OUR BONDS LESS A
\$1 MILLION PAYMENT ON PRINCIPAL
MOVED: Mr. Bower
SECONDED: Mrs. Smith
MOTION CARRIED: 6-0**

B. Underwriter's Disclosure Letter

RESOLVED, that the Assistant Superintendent for School Finance and Operations be, and he hereby is, authorized to execute the letter of Roosevelt & Cross Incorporated dated September 21, 2016 setting forth certain disclosures as required by the Municipal Services Rulemaking Board Rule G-17, or any amendment or supplement thereto as well as any future additional disclosures that may be required.

**MOTION PERTAINING TO APPROVAL OF THE BOND
REFUNDING AUTHORIZATION RESOLUTION
MOVED: Mr. McCormick
SECONDED: Mrs. Smith
MOTION CARRIED: 6-0**

12. Workshop - RASHP II Status Report (Reference appendices #12A-B)

Mr. Whitmore reported on the status of the RASHPII. It was formed in 2004 as a Municipal Cooperative under Article 5-G of the New York General Municipal Law. The Board of Directors consists of 1 representative from each district and 5 union members. The membership includes 17 Monroe County Schools & two BOCES. It covers 15,000 contracts and 40,000 lives. The Plan Administrator is Excellus and the funding arrangement is the minimum premium, the Experience Rated Plan.

Due to the legal structure changing when becoming self-insured, our attorney advises us that all RASHPII members will have to enter into a new Municipal Cooperative Agreement. Mr. Whitmore attached a draft of the new agreement which is expected to be finalized upon New York State approval. Once approval is granted, the consortium would like to move forward quickly to yield the benefits of going self-insured.

Mr. Whitmore presented a draft to the board to review. At this time, no action was needed. It was presented to give the board an opportunity to review it and offer any changes to Mr. Whitmore.

13. DISTRICT POLICY QUARTERLY REVIEW (Reference appendix 13A)

- A. Board members reviewed Instruction policies 4710-4821 and Student Management policies 5000-5191
- No changes were made to: 4710-R.1, 4720, 4730, 4750, 4760, 4771, 4773, 4810, 5110, 5150, 5151, 5152, 5160, 5161, 5162, 5162-R.2, 5180, 5191.
 - Minor changes will be made to: 4710, 4821, 5010, 5015.
 - The following policies will go to Policy Committee: 4712, 4714, 4714-E.1, 5100, 5100-R, 5100-R.2, 5110-R, 5152, 5155, 5191-R.1, 5191-E.
 - The following policies will go to the board for a First Read: 4710-R.2, 4770, 5000, 5140, 5150-R, 5154.

14. SUPERINTENDENT'S REPORT (Reference Appendices #14A-C)

- A. Written: District Priorities - Plan of Work. Dr. Graham explained that this will be discussed over the next few meetings. There is some work still to be done on ELA and Math improvement plans.
- B. Written: Incidental Teaching Report – Dr. McCue reviewed the Incidental Teaching Report, giving background information on the use of one of our teachers teaching out of his certification area.
- C. Written: Retiree Health Insurance Option – Mr. Whitmore reviewed changes that impact a majority of our retirees over the age of 65. Their plan, RASHP Medicare Blue Choice, has doubled in price as a result of the Affordable Care Act redirecting Medicare subsidies to the Exchange. Mr. Whitmore has explored alternative options with Excellus and has identified a plan with less prescription coverage, but also at a lower cost.
- D. Oral Information – Dr. Graham reminded the board that he will be out of town (country) from October 4 -12. Andy is in charge while he is out. Ken will be in touch via email once a day.

In preparation for the Urban-Suburban Hearing, we have posted information on our website. Next week information will go out thru E-news and on Facebook. Our RHCS D Fall Newsletter will have a lead article on the Urban-Suburban Hearing. Every resident will receive information by mail two weeks before the hearing. We are also submitting an article for the Henrietta Post. The hearing will be videotaped. Dr. Graham suggested that no action be taken the night of the hearing, preferring to wait until the November 8 meeting.

15. OLD BUSINESS

A. NYSSBA Tally Sheet and Questions

Mrs. McBride reviewed the NYSSBA resolutions to see if there were any disagreements with any of them. Each board member had the opportunity to vote for/against the resolutions. Mrs. McBride will tally the votes and represent RHCS D at the Area 2 meeting on Saturday.

16. BOARD MEMBER REPORTS

A. MCSBA Information Exchange Committee (Sept. 14)

Mrs. Strzyzynski reported that the Information Exchange Committee plans to record all the meetings and post on their website. Pathways to Graduation was the topic of discussion, including certificates for graduation. Mrs. Strzyzynski will forward the minutes to the board.

B. NYSSBA Board Officer's Academy (Sept. 23)

Mr. Cook and Mr. McCormick attended the meeting. They were given the Meyers/Briggs test. There was a discussion on extraverts vs. introverts, and went thru different scenarios. They also offered a session on How to Effectively Run a Meeting. This meeting was largely attended by board members from outlying counties.

C. MPAC (Sept. 26)

Mrs. McBride met last night with the committee. It was a small, but good group. The topic was about parents getting connected. Tim Shafer was present to offer some ways for parents to get connected in the schools. Also discussed was how to connect families where English isn't their primary language.

D. GVSBI (Sept. 27)

Group revising dues structure to a flat fee, which is significantly more, \$100 up to \$500. No impact on membership. They will offer 2 new free workshops to board members. 1. Open meetings law (i.e., skype), 2. Roberts Rules of Order. There was discussion on the different voting styles at board meetings. Some districts have chosen to do roll call for all their votes.

The new Executive Director is doing good things to move in a better direction. However, she and her administrative support person are both looking at a 3-year window for retirement.

E. OTHER:

- National School Board Association Convention – Mr. Cook asked who was attending. Registration opens October 12. Mrs. Smith will be attending. Mr. Cook and Mr. McCormick will let the District Clerk know by October 3.
- Law Conference – Mr. Cook attended. He reported the topics were: transgender issues and medical marijuana. Medical marijuana is not really an issue in this state. It is not allowed in schools. Many states are changing the rules. Transgender issues spoke to policies which we are in compliance with.

Commission Elia spoke about the revisions to the state learning standards that were recently proposed. She encouraged all present to look at the proposed standards and make any comment before November 4. It is expected that the Regents will act sometime in the spring and anticipates the Regents will make revisions. She reports that a great deal of progress has been made in her first year.

17. CLOSING OF MEETING

A. Board Meeting Recap

- Homecoming Events - October 14-15
 - October 14 - No parade this year. Food Truck Rodeo held Friday
 - October 15 - Hall of Fame Inductions at 1 pm, Football at 2 p.m.
- Quarterly Policy Review
- Reviewed Budget Models
- Reviewed Bond Fund Management Plan
- RASHP II Status Report
- NYSSBA Resolutions Tally Sheet
- Board Member Reports

B. Adjournment

MOTION TO ADJOURN THE MEETING AT 9:45 P.M.

MOVED: Mr. Bower

SECONDED: Mrs. Smith

MOTION CARRIED: 7-0

C. Next Board of Education Meeting – October 11, 2016

Respectfully submitted,

Sheri Brege
Acting School District Clerk
Board approved: October 11, 2016