

**Tuesday, May 23, 2017**  
**Board of Education Meeting Minutes**

**RUSH-HENRIETTA CENTRAL SCHOOL DISTRICT**

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

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*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. Simeon I. Banister
    - Mr. Robert C. Bower
    - Mrs. Diane E. McBride
    - Mrs. Sue A. Smith
    - Mrs. Annmarie Strzyzynski
  - Others:
    - Dr. J. Kenneth Graham Jr., Superintendent of Schools
    - Mr. George DesMarteau, School Attorney
    - Ms. Dolores Talarico, Temporary 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. Maddy Wolgast, Student Representative to the Board
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**1. BOARD OF EDUCATION MEETING - GENERAL**

**A. Board of Education Members, Superintendent of Schools, School Attorney, Temporary School District Clerk, Cabinet Members**

See above attendance.

**B. Meeting Information**

The regular meeting of the Board of Education of the Rush-Henrietta Central School District was held Tuesday, May 23, 2017, 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. Call to Order**

Mr. Cook called the meeting to order at 6:02 p.m. A motion was made to name Dolores Talarico as temporary school district clerk

**MOTION PERTAINING TO APPROVAL OF  
DOLORES TALARICO AS TEMPORARY  
SCHOOL DISTRICT CLERK**

**MOVED: Mr. McCormick**

**SECONDED: Mrs. Strzyzynski**

**MOTION CARRIED: 6-0**

**Mr. Banister was absent.**

**3. ANTICIPATED EXECUTIVE SESSION**

- A.** Anticipated executive session to discuss the superintendent's evaluation (Part II), exempt salary recommendations, and to provide updates on two complaints against administrative personnel.

**MOTION TO ENTER EXECUTIVE SESSION AT 6:04 P.M.  
TO DISCUSS THE SUPERINTENDENT'S EVALUATION**

**(PART II), EXEMPT SALARY RECOMMENDATIONS,  
AND TO PROVIDE UPDATES ON TWO COMPLAINTS  
AGAINST ADMINISTRATIVE PERSONNEL**

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

Mr. Banister arrived at 6:10 p.m.

**MOTION TO EXIT EXECUTIVE SESSION AT 7:03 P.M.**

**MOVED: Mr. Bower  
SECONDED: Mrs. McBride  
MOTION CARRIED: 7-0**

**4. RETURN TO PUBLIC MEETING**

**A. Recall to Order, Pledge of Allegiance, Introductions, Agenda Review, and Announcements**

Mr. Cook recalled the meeting to order at 7:04 p.m. The Pledge of Allegiance was recited. Introductions were made. Agenda items #8K-L will be postponed until the next meeting.

**5. BOARD MEMBER REPORT FROM STUDENT REPRESENTATIVE(S)**

Maddy Wolgast reported that the Junior Prom took place two weekends ago and was an overall success; kids had fun and everyone behaved. The student council election is coming, but otherwise the year is winding down nicely, and seniors are preparing for the end of the year.

**6. PUBLIC FORUM**

**A. Audience members may address the Board of Education regarding items of interest not on the agenda (If you wish to speak regarding an item on the agenda, please raise your hand while the item is under discussion.)**

Two residents spoke before the board.

**Emily Russell – 124 Vollmer Parkway, Rochester, NY 14623**

Ms. Russell, an 8<sup>th</sup> grader at Burger Middle School, spoke against the decision to deny freshmen the ability to participate in theater or musical productions at the Senior High School beginning next year. Emily noted the reconfiguration brochure listed the ability of freshmen to participate at both school levels as an advantage to the 7-9 school reconfiguration.

**James Iak – 16 Branchbrook Drive, Henrietta, NY 14467**

Mr. Iak, a retired R-H science teacher, spoke on behalf of his grandson, also upset about his inability to participate in Senior High School theater productions. He noted that R-H has an excellent theater department and that denying freshman access to it is limiting their opportunities.

Both speakers asked the board to reconsider their decision.

**7. MONROE #1 BOCES VISIT**

**A. Dan White, Monroe #1 BOCES superintendent, and Bryan Buttram, Rush-Henrietta BOCES Board of Education liaison, will provide information regarding Monroe #1 BOCES programs**

Both gentlemen addressed the board. Mr. White spoke about:

- Every Student Succeeds Act (ESSA), which replaces NCLB. A conference regarding ESSA is set for Tuesday, May 30, 2017 at Rush-Henrietta Senior High School.
- The state is in the process of revising ELA/MATH standards. Rollout will not be in this upcoming year. The new standards may be implemented in the 2018-2019 school year.
- Thank you, Rush-Henrietta, for allowing BOCES #1 to use space in the upcoming school year, which will allow them to expand programs to students.

Mr. Buttram noted that he was recently re-elected to serve as the BOE liaison, and has proudly served in this capacity for 16 years.

**8. CONSENT AGENDA ITEMS FOR ROUTINE MATTERS** (Reference appendices 8A-J)

- A. Action pertaining to the award of bids – Printer cartridges, Xerographic paper, Offset paper, Lumber, Conolly business forms, PAD business forms, Envelope printing, Letterhead printing-Conolly PAD, Contract Student Transportation, Cooperative ice cream and frozen desserts, Cooperative bread and bread products, Cooperative beverage, Cooperative milk and juice, Cooperative produce
- B. Action pertaining to payment of a refund of taxes in the town of Henrietta due to an Order and Judgment with Stipulation of Settlement, which resulted in a refund for Drumline Square, LLC, located at 201 Scottsville-West Henrietta Road for tax years 2011-17, on tax account number 188.03-1-8
- C. Action pertaining to approval of the Professional Development Plan
- D. Action pertaining to approval of a new textbook – “Go! with Microsoft”
- E. Action pertaining to approval of a new textbook – “Statistics and Probability with Applications”
- F. Action pertaining to approval of a new textbook – “ReadyGEN”
- G. Action pertaining to approval of a new textbook – “Eureka Math”
- H. Action pertaining to acceptance of donations – Mike Bell Scholarship Fund
- I. Action pertaining to approval of CSE/CPSE recommendations
- J. Action pertaining to approval of Board of Education meeting minutes – 5/9/17
- K. Action pertaining to approval of Board of Education meeting minutes/election results – 5/16/17 – **Postponed until the next meeting**
- L. Action pertaining to approval of the Record of Proceedings of the annual meeting of 5/16/17 – **Postponed until the next meeting**

**MOTION PERTAINING TO APPROVAL/ACCEPTANCE  
OF CONSENT AGENDA ITEMS 8A-J  
MOVED: Mr. McCormick  
SECONDED: Mrs. McBride  
MOTION CARRIED: 7-0**

**9. PERSONNEL ACTIONS** (Reference appendix #9A)

- A. Action pertaining to approval of personnel actions

**MOTION PERTAINING TO APPROVAL  
OF PERSONNEL ACTIONS #1-4, 6-15  
MOVED: Mr. Bower  
SECONDED: Mrs. Smith  
MOTION CARRIED: 7-0**

**MOTION PERTAINING TO APPROVAL  
OF PERSONNEL ACTION #5  
MOVED: Mrs. McBride  
SECONDED: Mr. Bower  
MOTION CARRIED: 6-0**

**Mr. McCormick abstained due to a conflict of interest.**

**10. WORKSHOP: INTERNAL AUDIT REPORT** (Reference appendices #10A-B)

- A. **Action pertaining to acceptance of the Internal Control Risk Assessment for the Rush-Henrietta Central School District from EFP Rotenberg, LLP**

Mr. Whitmore, Assistant Superintendent for School Finance & Operations, discussed the Internal Control Risk Assessment from EFP Rotenberg, LLP. We continue to have a good report, but two findings were noted. One related to the extra classroom activity fund and the other was under accounting, reporting, and information technology. A corrective action plan with best practices was also attached for the findings noted.

**MOTION PERTAINING TO ACCEPTANCE OF THE  
INTERNAL CONTROL RISK ASSESSMENT FOR  
THE RUSH-HENRIETTA CENTRAL SCHOOL  
DISTRICT FROM EFP ROTENBERG, LLP  
MOVED: Mrs. Smith  
SECONDED: Mrs. Strzyzynski  
MOTION CARRIED: 7-0**

**B. Action pertaining to acceptance of the Internal Audit Corrective Action Plan**

**MOTION PERTAINING TO ACCEPTANCE OF THE  
INTERNAL AUDIT CORRECTIVE ACTION PLAN  
MOVED: Mrs. McBride  
SECONDED: Mrs. Smith  
MOTION CARRIED: 7-0**

**11. STUDENT REPRESENTATIVE – SELECTION PROCESS FOR STUDENT REPRESENTATIVE TO THE SCHOOL BOARD** (Reference appendix #11A)

**A. Action pertaining to acceptance of the recommendation of the process for selecting the student representative to the Rush-Henrietta Central School District Board of Education**

Maddy Wolgast, current student representative to the Board of Education, outlined a plan to interview students for a student representative seat as she is a senior and the position will become available July 1, 2017. She encouraged board members to participate in the interview process. Beth Patton added that this position will become part of the regular vetting process of student council candidates. It will require a student to acquire 30 signatures from students and teachers in order to be considered for student representative. The position will be open to sophomores at the end of the year and will be appointed by the Student Council for a two-year term. Superintendent Graham suggested that the process become a written policy and that the policy committee look into it. The board agreed.

**12. DISTRICT POLICIES, REGULATIONS, AND EXHIBITS – FIRST READ** (Reference appendices #12A-B)

**A. 4020-R, 4531-E.5, 4531-E.6, 4760, 4770, 5162-R, 5180, 6831-E.2, 7500-E, 8100, 8100-R, 8130**

- Changes were made to Policy 4770 – paragraph 1, third sentence – replace “book” with “guide.”
- Changes were made to Exhibit 7500-E – Rush-Henrietta Central School District, first sentence – replace “common” with “successor.”

**B. Three Year District Policy Review Plan – 2017-2019**

**MOTION PERTAINING TO ENDORSEMENT  
OF THE THREE YEAR DISTRICT POLICY  
REVIEW PLAN – 2017-2019  
MOVED: Mr. McCormick  
SECONDED: Mrs. Smith  
MOTION CARRIED: 7-0**

**13. SUPERINTENDENT’S REPORT** (Reference appendices #13A-C)

**A. Written - Exit Poll Findings**

The main concern was the late arrival of the Budget Newsletter. Mrs. Smith noted that concerns about extracurricular symphonic band were mentioned in the exit poll. Dr. Graham clarified that symphonic band is not extracurricular; it’s curricular. Mr. McCormick mentioned a comment he saw about how all parents should be allowed to volunteer at school. Dr. Graham explained that in rare situations, parents who act inappropriately have to be removed and banned from school.

**B. Written - Secondary Parent Survey**

This survey was sent out in newsletters as a pilot program. Principals sent out a link to the survey in an E-News and the survey will run through 5/26/17.

**C. Written: Solar Energy Tax Exemption**

After discussion, Dr. Graham suggested the group hold a workshop to learn more about the details of this exemption. Mrs. McBride supported this idea; Mr. Cook agreed that it would be beneficial in order to prepare for these issues. Dr. Graham suggested having a town representative come in and talk about this.

**D. Oral Information**

- Good News Item: The Senior High School has been designated as a “Rewards” School. Dr. McCue explained that this means it is recognized as a school that has closed gaps in graduation rates for students that are designated “at risk.” He noted that the recognition goes to the SHS, but it is really a K-12 accomplishment. This information is sequestered until May 26. After that time, the district will be distributing a press release.
- Bad News Item: There have been some complaints about bus schedules for the fall. Mr. Whitmore noted that there have only been two complaints in the last six months. Mr. McCormick acknowledged his role as the board liaison for Transportation; he will handle complaints.

**14. NEW BUSINESS** (Reference appendices #14A-B)

**A. NSBA Annual Conference – 2018 Call for Proposals**

Mr. Cook mentioned that the deadline for submitting proposals is June 1, 2017. Ms. Wilson is working with the Technology Department to put something together.

**B. NYSSBA'S 97<sup>th</sup> Annual Convention & Education Expo**

Mr. Cook mentioned that the deadline for submitting NYSSBA proposals also is June 1, 2017. Ms. Wilson may try to put together a similar proposal as the one planned for NSBA. Mrs. McBride reminded everyone to reply to the school district clerk early so that everyone can be registered in the same hotel.

**15. BOARD MEMBER REPORTS**

**A. School Board Liaison Drop-in - TOC (May 11)**

Mr. McCormick reported that he spent time with Mary Bloss, head bus driver, learning about how bus runs are developed. He was impressed by the process and believes that early bus times for next year will be ironed out. He also spoke with bus drivers who believe they are the lowest paid drivers in Monroe County. Dr. Graham disputed that notion. Mr. McCormick also talked to bus mechanics about their "pecking order" and the interest in the bus lift for personal use. He explained the insurance implications that would pose. He felt the time was well spent.

**B. Multicultural Parent Advisory Council (MPAC) (May 22)**

Mrs. McBride reported on the multicultural group and their plans for next year. She met the new ESOL TOSA, Jamie Scripps, and feels Jamie will be a great asset. Mrs. McBride reported that MPAC discussed the brochures that are handed out at curriculum nights and having those brochures translated. There was also some discussion about having an MPAC meeting at Stonewood Village to help interest residents there who may have transportation issues.

**16. CLOSING OF MEETING**

**A. Board Meeting Recap**

- Wednesday, May 24, 2017 – MCSBA Annual Meeting
- Wednesday, May 24, 2017 – LOTE Awards, Senior High School, 7 p.m.
- Friday, May 26, 2017 – Crane Day of Caring Breakfast, Crane Elementary, 9-10:30 a.m.
- Tuesday, May 30, 2017 – Superintendent's Choice Awards, Parker Administration Bldg., 5-7 p.m.
- Mr. Cook reminded everyone that they will be having their board pictures taken beginning at 4:30 p.m. prior to the next meeting.

**B. Adjournment**

**MOTION TO ADJOURN THE MEETING AT 8:03 P.M.**

**MOVED: Mrs. Smith**

**SECONDED: Mr. Bower**

**MOTION CARRIED: 7-0**

**C. Next Board of Education Meeting**

The next Board of Education meeting is scheduled for Tuesday, June 13, 2017, and is preceded by the Board Tenure Recognition Ceremony at 5:30 p.m.

Respectfully submitted,

Dolores Talarico  
Temporary School District Clerk  
*Board Approved: June 13, 2017*