



**Tuesday, January 20, 2015**  
**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 a part of the official minutes of this meeting to the same extent as if fully set forth.*

**In Attendance:**

- Board members: Mrs. Diane E. McBride, President  
Mrs. Phyllis P. Wickerham, Vice president  
Mr. Robert C. Bower  
Mrs. Jean M. Chaudari  
Mrs. Rosie B. Mitchell  
Mrs. Pamela J. Reinhardt
- Others: Dr. J. Kenneth Graham Jr., Superintendent of Schools  
Mr. George DesMarteau, School Attorney  
Mrs. Karen A. Flanigan, School District Clerk  
Mrs. Nerlande Anselme, Assistant Superintendent, Student and Family Services  
Dr. Patrick McCue, Assistant Superintendent, Human Resources and Strategic Initiatives  
Mr. Andrew Whitmore, Assistant Superintendent, School Finance and Operations  
Mrs. Dina Wilson, Assistant Superintendent, Curriculum and Instruction
- Absent:** Mrs. Sue A. Smith, Board member
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**1. BOARD OF EDUCATION MEETING – GENERAL**

**A. Board of Education Members, Superintendent of Schools, School Attorney, 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, January 20, 2015, in the Dee Strickland Conference Room at the Parker Administration Building, 2034 Lehigh Station Road, Henrietta, NY 14467.

**2. ANTICIPATED EXECUTIVE SESSION**

**A. Call to Order**

Mrs. McBride called the meeting to order at 6:18 p.m.

**B. Anticipated executive session to discuss the superintendent's mid-year review (Part II), employee grievances report (2<sup>nd</sup> quarter), and guidelines for the Rush-Henrietta Employees' Association Coalition Unit negotiation agreement**

**MOTION TO ENTER EXECUTIVE SESSION AT 6:18 P.M. TO  
DISCUSS THE SUPERINTENDENT'S MID-YEAR REVIEW  
(PART II), EMPLOYEE GRIEVANCES REPORT (2<sup>ND</sup>  
QUARTER), AND GUIDELINES FOR THE RUSH-  
HENRIETTA EMPLOYEES' ASSOCIATION  
COALITION UNIT NEGOTIATION AGREEMENT  
MOVED: Mr. Bower**

**SECONDED: Mrs. Reinhardt**  
**MOTION CARRIED: 6-0**

**MOTION TO EXIT EXECUTIVE SESSION AT 6:57 P.M.**

**MOVED: Mrs. Chaudari**  
**SECONDED: Mrs. Reinhardt**  
**MOTION CARRIED: 6-0**

**3. OPENING OF PUBLIC MEETING**

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

Mrs. McBride called the meeting to order at 7:03 p.m. The Pledge of Allegiance was recited. Introductions were not necessary and there were no changes to the agenda. Mrs. McBride announced that Mrs. Smith would be unable to attend tonight's meeting.

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

Neither student representative was in attendance.

**5. PUBLIC FORUM**

**A. Audience Members May Address the Board of Education Regarding Items of Interest Not on the Agenda**

There was no one in the audience wishing to speak.

**6. CONSENT AGENDA ITEMS FOR ROUTINE MATTERS** (Reference appendices #6A-U)

- A. Action pertaining to the award/rejection of bids
- B. Action pertaining to acceptance of a donation – Wm. A. Korn Memorial Scholarship Fund – 12/28/14
- C. Action pertaining to acceptance of a donation – Wm. A. Korn Memorial Scholarship Fund – 1/9/15
- D. Action pertaining to acceptance of a donation – Auerbacher Scholarship Fund – 12/30/14
- E. Action pertaining to acceptance of a donation – Longley Jones Management (Wedgewood West Apartments) – 10/17/14
- F. Action pertaining to acceptance of donations – Life Stone Wesleyan Church – 10/20/14, 11/28/14
- G. Action pertaining to approval of an overnight field trip – DECA International Career Development Conference – Orlando, FL
- H. Action pertaining to acceptance of change order #EC-006 – Blackmon-Farrell Electric, Inc. – Admin. Addition - \$3,733
- I. Action pertaining to acceptance of change order #GC-023 – Allied Builders, Inc. – CIP 2011 Phase 3 - \$8,500
- J. Action pertaining to acceptance of change order #GC-024 – Allied Builders, Inc. – CIP 2011 Phase 3 - \$8,000
- K. Action pertaining to acceptance of change order #GC-025 – Allied Builders, Inc. – CIP 2011 Phase 3 - \$4,054
- L. Action pertaining to acceptance of change order #GC-026 – Allied Builders, Inc. – CIP 2011 Phase 3 - \$3,616
- M. Action pertaining to acceptance of change order #GC-027 – Allied Builders, Inc. – CIP 2011 Phase 3 - \$6,074
- N. Action pertaining to acceptance of change order #GC-028 – Allied Builders, Inc. – CIP 2011 Phase 3 - \$8,124
- O. Action pertaining to acceptance of change order #GC-029 – Allied Builders, Inc. – CIP 2011 Phase 3 - \$15,071
- P. Action pertaining to appointment of the chairman of the election for the February 10, 2015, special election
- Q. Action pertaining to appointment of election inspectors for the February 10, 2015, special election
- R. Action pertaining to approval of the resolution establishing the per diem stipend for election officials for the February 10, 2015, special election
- S. Action pertaining to approval of CSE/CPSE recommendations

- T. Action pertaining to approval of Board of Education meeting minutes – 1/6/15
- U. Action pertaining to approval of Finance & Audit Committee meeting minutes – 1/16/15

**MOTION PERTAINING TO ACCEPTANCE  
OF CONSENT AGENDA ITEMS #6A-U  
MOVED: Mrs. Chaudari  
SECONDED: Mrs. Mitchell  
MOTION CARRIED: 6-0**

Mrs. Wickerham had a question regarding bid rejections. She wanted to know why some of the accepted bids were not the highest bid and said there was no explanation as to what the asterisk was for. Mr. Whitmore explained that some people bid on an item without looking at it and then decide not to take it. He will investigate further.

- 7. PERSONNEL ACTIONS** (Reference appendix #7A)
- A. Action pertaining to approval of personnel actions

**MOTION PERTAINING TO APPROVAL  
OF PERSONNEL ACTIONS  
MOVED: Mrs. Reinhardt  
SECONDED: Mr. Bower  
MOTION CARRIED: 6-0**

- 8. EXTERNAL AUDIT REPORTS** (Reference appendices #8A-C)
- A. Action pertaining to acceptance of the auditor’s Single Audit Report for year ended June 30, 2014, as reported by Ray Wager, the district’s external auditor**  
Mrs. Reinhardt stated that this report was fairly standard. There were no questions or concerns.
- B. Action pertaining to acceptance of the auditor’s Extraclassroom Activity Funds Financial Report for year ended June 30, 2014**  
Mrs. Reinhardt said this report pretty much contains the same items each time.
- C. Action pertaining to acceptance of Rush-Henrietta’s Extraclassroom Activity Audit Corrective Action Plan**  
Mr. Whitmore said the district is not perfect, but currently in the top 10 percent. He was concerned about the number of comments, but reported that there was nothing substantive. He said there was a lot of turnover, three central treasurers at the Senior High School and Ninth Grade Academy, and provided further explanation. Mrs. Reinhardt said there was nothing out of the ordinary.

**MOTION PERTAINING TO ACCEPTANCE OF  
THE EXTERNAL AUDIT REPORTS AND  
AUDIT CORRECTIVE ACTION PLAN  
MOVED: Mr. Bower  
SECONDED: Mrs. Reinhardt  
MOTION CARRIED: 6-0**

- 9. VETERANS PROPERTY TAX EXEMPTION RESOLUTION** (Reference appendix #9A)
- A. Veterans Property Tax Exemption Resolution-Draft**  
Mrs. McBride thanked Mr. DesMarteau for the draft resolution. Discussion ensued. Recommended changes include changing “reward” to “honor” in Item #3, deleting “each” in the second line of the last paragraph, adding an “s” to “member” in the second line of the last paragraph, and deleting the wording in the parenthesis in the third line of the last paragraph. Board members would like to send copies to the Monroe County School Boards Association (MCSBA), co-chairs of the MCSBA Legislative Committee, and presidents of other Monroe County school boards, as well as have it posted to the district website. Dr. Graham said how proud he was of the thought each board member put into their decision. He congratulated board members on their work and thought process.

**MOTION TO ACCEPT THE VETERANS PROPERTY  
TAX EXEMPTION RESOLUTION, INCLUDING  
THE RECOMMENDED CHANGES**

**MOVED: Mrs. Wickerham  
SECONDED: Mrs. Chaudari  
MOTION CARRIED: 6-0**

**10. FACILITY USE REPORT – SENIOR HIGH SCHOOL GYMNASIUM**

**A. Use of the new SHS gymnasium**

Dr. Graham provided an introduction. Mr. Tom Stewart, athletic director, was in attendance to talk about the new facility. He said it was nothing short of spectacular and provided a PowerPoint presentation showcasing the new wrestling room, gymnasium (which can be divided into three stations, allowing for three activities at once), fitness room, athletic trainer's room, team meeting/film room, and locker rooms. He talked about the many pieces of equipment in the fitness room, who uses it (student athletes and non-athletes), and what it is used for (athlete training and after-school fitness). He also provided examples as to how the facility is used (e.g. multiple wrestling matches at the same time, fundraisers).

Mrs. Chaudari asked what is being done in physical education class to get students college and career ready, preparing them for the future? Mr. Stewart explained that a shift has been made to fitness across the board, a big piece of which is cardio conditioning, and that a lot of the activities are life-long activities. He also explained that many of the things being done are in line with what colleges are doing. Mrs. Chaudari asked if students were still swimming. Mr. Stewart said they were and said students are no longer being forced to swim as there is extra space to do other activities. He said swimming really consists of guidelines centered around safety and that it can be part of the program, but is not mandatory.

Mr. Bower asked if the district was on track for the post season. Mr. Stewart stated that many coordinators want to use Rush-Henrietta's facility as a Section V site. The gym, lobby, concession stand, and outdoor bathrooms are all great and the new facility has been very well received. He mentioned the separate area for media and the separate room for officials. He said it is very impressive, a college facility.

Mrs. Reinhardt asked who covers the cost of the extra janitors and supervision. Mr. Stewart said Section V does and that there are no out-of-pocket expenses for the district. Dr. Graham suggested an administrative overhead charge for the wear and tear on the new facility. Mrs. Reinhardt wants to make sure events are cost neutral for the district.

**11. FULL-DAY KINDERGARTEN AND ENROLLMENT MANAGEMENT**

**A. Oral Reports**

Dr. Graham reported that all staff and parent forums are completed with the exception of the high school, which will take place tomorrow. He asked if there was anything board members were hearing or wanted to talk about. Comments included people being very pleased after attending one of the information forums, very appreciative of the thought put into the grades 4-6 wrap around care, and very appreciative of all the attention to detail throughout the process. Dr. Graham said most of the questions from the Internet are regarding start/end times and school transition issues.

**12. BUDGET DEVELOPMENT (Reference appendix #12A)**

**A. Status Report**

Dr. Graham reviewed the report, the first of a series of status reports he will provide. He said the district should receive its state runs a day or two after the governor's budget. He provided information regarding the budget proposals and said the district decided to wait another year before making a decision regarding pulling out of the school lunch program. Dr. Graham said no decisions are needed

at this time. He also said the January Budget Advisory Council meeting will not be needed. There were no questions or concerns.

### **13. SUPERINTENDENT'S REPORT** (Reference appendix #13A)

#### **A. Written: Corporal Punishment Report – 1<sup>st</sup> Semester**

There are no reports of corporal punishment. Board members had no questions or comments.

#### **B. Oral Information**

- Fiscal stress notification – Dr. Graham is happy to report that the district is not designated for fiscal stress or environmental constraint.
- Students with disabilities and why the district was cited. The district did a self-review of its policies and procedures in the spring. We have been cited again. Dr. Graham said the reality is that the district is not sure there's a lot of substance. He said the district will need to go through protocol again.
- Parent complaint regarding an 8<sup>th</sup> grade ELA assessment (*A Midsummer Night's Dream* movie review). Dr. Graham explained. Mrs. Wilson will be in touch with the parent. There is a board policy and protocol regarding this.
- Parent survey. There were 826 surveys completed as of 10 a.m. today. This might be down a bit. Dr. Graham should start to receive the results by end-of-week. He will get them to the board as soon as possible.
- Dr. Graham said he responded to Mrs. Wickerham's question having to do with some software packages regarding students with disabilities. He said they are on compact discs that can be borrowed. Special Education coordinators will meet with the teacher to demonstrate.
- Dr. Graham reported on the payment of bowling advisors at a Parent Teacher Organization (PTO) function. He said they are paid by the PTO. Dr. McCue advised that there may be a possible liability issue. Dr. Graham said the district may need to look into this.
- Dee Strickland conference room plaque language. Dr. Graham provided an explanation and asked to use the language that's in the board policy if board members were in agreement. Board members selected the 18x18 plaque and asked that "was" be changed to "is."

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

#### **A. Claims Auditor Quarterly Report**

Mrs. Reinhardt stated that this report is seen at the Finance & Audit Committee meeting. She also said the district does not spend a lot compared to some other districts.

#### **B. NYSSBA Convention & Education Expo 2015 – Presentation Proposal Consideration**

Mrs. McBride explained that the board did not need to do a proposal and asked if board members were interested in submitting one. Mrs. Wickerham read the topics being given heightened consideration. The board decided not to submit one this year with all it currently has on its plate.

### **15. BOARD MEMBER REPORTS**

#### **A. MCSBA Legislative Committee (Jan. 7)**

Mrs. Reinhardt believes she forwarded the notes. If not, she will e-mail them.

#### **B. Budget Advisory Council (Jan. 12)**

Mrs. Mitchell said she had nothing to add to Dr. Graham's previous explanation.

#### **C. MCSBA Information Exchange Committee (Jan. 14)**

Mrs. Mitchell said the topic was on how a world class board should function and the presentation was done by Henry Peris, retired Brighton superintendent. Mr. Peris mainly talked about the roles and responsibilities of board members and the superintendent (providing leadership, working closely with the board, focusing on student achievement), the governing activity of a high impact board, and the do's and don'ts of board members. Mrs. Mitchell has the presentation if anyone would like it.

Mrs. McBride informed board members that their District Music Festival parking pass was at their seat. She also said she ran into Supervisor Moore who expressed an interest in having her attend one of the town's workshops, providing an opportunity for her to see how the town board operates. Mrs. McBride

said after the special vote she would consider it. She asked board members to let her know if they would like to join her.

## **16. CLOSING OF MEETING**

### **A. Board Meeting Recap**

- The veterans resolution will be sent to the New York state governor and assembly/senate representatives. Copies will be sent to MCSBA, MCSBA Legislative Committee co-chairs, and area Board of Education presidents.
- High School Forum – will be held tomorrow in the high school’s new conference room. This is the last one.
- Dr. Graham will get the parent survey results to board members as soon as he can.
- Board members may be hearing from a parent regarding an 8<sup>th</sup> grade ELA assessment (*A Midsummer Night’s Dream* movie review).

### **B. Adjournment**

**MOTION TO ADJOURN THE MEETING AT 8:28 P.M.**

**MOVED: Mr. Bower**

**SECONDED: Mrs. Reinhardt**

**MOTION CARRIED: 6-0**

### **C. Next Board of Education Meeting**

The next Board of Education meeting is scheduled for 7 p.m. Tuesday, February 3, 2015.

Respectfully submitted,

Karen A. Flanigan  
School District Clerk  
*Board Approved: February 3, 2015*