



Tuesday, March 3, 2015
Board of Education 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 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
Mrs. Sue A. Smith
- 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
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1. ELMER GORDON SCHOLARSHIP INTERVIEWS

Interviews were held for the Elmer Gordon Scholarship.

2. 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, March 3, 2015, in the Dee Strickland Conference Room at the Parker Administration Building, 2034 Lehigh Station Road, Henrietta, NY 14467.

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 7:11 p.m. The Pledge of Allegiance was recited. Introductions were not necessary as there was no one in the audience. There were no changes to the agenda and no announcements.

4. BOARD MEMBER REPORT FROM STUDENT REPRESENTATIVE(S)

Student Representative Michael Slattery's report included information on winter sports coming to a close, finals taking place, girls basketball sectionals this weekend, spring sports starting soon, "Little Shop of Horrors" performance at GEVA Theater being completed, and "Spamalot" performances scheduled for April. He also reported on Student Council happenings - students attending next week's board meeting to talk about the "removing hats while in school" policy, posting signs regarding

public displays of affection while in school (what is appropriate and what is not), trying to recycle lunch trays, and a student survey being taken during gym on March 23. Lastly, he reported on the Henrietta Youth Hall of Fame dinner this month and the “Concert for Casey” this weekend, all monies being donated to Casey, a district facilities staff member who has cancer. Tickets are \$5.

5. PUBLIC FORUM

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

The Public Forum was opened and closed as there was no one in the audience.

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

- A. Action pertaining to acceptance of change order #HVAC-009 – Bell Mechanical Contractors, Inc. – Sperry - \$3,911
- B. Action pertaining to acceptance of change order #EC-009 – Kaplan-Schmidt Electric, Inc. – CIP 2011 Phase 3 - \$2,706
- C. Action pertaining to acceptance of change order #EC-010 – Kaplan Schmidt Electric, Inc. – CIP 2011 Phase 3 - \$4,234
- D. Report of change orders as of March 3, 2015
- E. Action pertaining to acceptance of the LaBella proposal for the 2015 building condition survey
- F. Action pertaining to acceptance of the LaBella agreement for the 2015 full-day kindergarten project
- G. Action pertaining to approval of an overnight field trip – NYS STEP Conference (March 27-29, 2015)
- H. Action pertaining to approval of an overnight field trip – Penn Relays – Philadelphia, PA (April 22-25, 2015)
- I. Action pertaining to approval of an overnight field trip – Bel Canto Singers – Hershey & Gettysburg, PA (May 29-31, 2015)
- J. Action pertaining to approval of an international field trip – Germany (June-July 2015)
- K. Action pertaining to approval of the 2015-16 school calendar
- L. Action pertaining to approval of a donation – Wegmans
- M. Action pertaining to approval of CSE/CPSE recommendations
- N. Action pertaining to approval of Board of Education meeting minutes – 2/3/15
- O. Action pertaining to approval of Board of Education meeting minutes – 2/10/15 (Special Election results)
- P. Action pertaining to approval of the Record of Proceedings of the Special Meeting of 2/10/15
- Q. Action pertaining to approval of Board of Education meeting minutes – 2/17/15
- R. Action pertaining to approval of an overnight field trip – Latino College Expo – NYC (March 13-14, 2015)

**MOTION PERTAINING TO ACCEPTANCE
OF CONSENT AGENDA ITEMS #6A-R
MOVED: Mrs. Chaudari
SECONDED: Mrs. Mitchell
MOTION CARRIED: 7-0**

Dr. Graham answered questions that were asked by board members regarding the LaBella contract. Mrs. Smith asked a question regarding the STEP Program. Mr. Whitmore said he spoke with our insurance agent and provided an explanation. Mrs. Wilson provided a brief refresher as to what the STEP Program is and how it works.

7. PERSONNEL ACTIONS (Reference appendix #7A)

- A. Action pertaining to approval of personnel actions

**MOTION PERTAINING TO APPROVAL
OF PERSONNEL ACTIONS**

8. WORKSHOP – BUDGET DEVELOPMENT (Reference appendices #8A-B)

A. Recommended Budget and Detailed Revenue Budget

Dr. Graham reported that there really is no new information and still no state budget. He believes the district is solid and in good shape. Mr. Whitmore said the majority of his finance colleagues are reporting that their districts are well over a 2 percent tax rate, with Spencerport and Rush-Henrietta being the lowest. He feels most districts will be in the 2 percent plus range. Dr. Graham feels the other districts have calculated differently and believes everyone will come down and end up in the 1.5 to 2 percent range.

B. Proposed Propositions – Draft (Budget Proposition, Bus Expenditures, Capital Expenditures, 2016 Bus Purchase Reserve Fund)

Dr. Graham provided an explanation of the four propositions. Mr. Whitmore explained that the bus reserve proposition is to set up a new reserve fund. If there's a change in state aid, Dr. Graham will come back with updated information. The budget handout will be ready for Thursday's Community Forum and for board members at the next board meeting.

9. WORKSHOP – DISTRICT PRIORITIES

A. Midyear Status Report

Dr. Graham provided a preface to what will be discussed tonight regarding the midyear status report of this year's district priorities.

Academic Achievement (Curriculum and Instruction) – Dina Wilson

- **English Language Arts (Literacy)** – Mrs. Wilson started with a general overview and with the good news that our teachers are starting to understand how to use assessment information to truly drive instruction. Now, it's about enhancing, improving, and strengthening and no longer about creating, but going in and expanding and refining. She talked about best practices taking place at all grade levels. Overall, she is very pleased. The goal is to make sure we're better aligned with the state assessments at the end-of-the-year. She wants to make sure students are working on the skills they need to be life-long learners and prepared for life in general.
- **Mathematics** – Mrs. Wilson talked about the improvement plan and about different strategies for helping students with math. She also explained some of her concerns. She said you can't fix something if you don't know where the problem is and we're getting better at being diagnostic. She said it's important to figure it out, stick with it, and be patient. She gave kudos to the program directors and teachers in ELA and math.
- **Information and Communication Technology** – Mrs. Wilson said district staff, leaders, and students have really embraced this and gone the extra mile to think about reaching the ELA/math goals in order to get our students college and career ready. It's not just bells and whistles. She is most proud of this. She provided examples of how this is being accomplished to enhance students' learning experiences. She believes the work being done in our district is second to none.

Student Conduct (Student Management) – Nerlande Anselme

- **Classroom Conduct** – Mrs. Anselme said the rigor within the classroom is now making student conduct and morale the job of all. If you want to protect instructional time, you have to take the time to inform students what your expectations are for them. You have to be clear from the beginning. There are instructional leaders now in the classroom to determine who may need more assistance/support with classroom management. She's also seen improvement in the way students have responded to the survey. Another survey will be coming out.

- **Bus Conduct** – Mrs. Anselme provided examples of things taking place on the bus. She said a good job was done establishing the framework of PBIS, but she really wanted to help more with the bus drivers and those having issues or needing more help. She spent time on the buses, offered suggestions, and provided overall training. She revamped the entire PBIS matrix for bus drivers. Bus drivers are now being proactive with issues they are having. Mrs. Anselme said it's important to make sure bus drivers know they are supported by the district, buildings, and their director. She said board members should take pride in the fact that students are doing well and stepping up as far as the rigor in the classroom.

Parent Engagement (Parent Support) – Dr. Graham

- **Timely Information About Student Progress** – Dr. Graham talked about timely information regarding student progress. ParentConnect, a system that allows parents and guardians of all students in grades 6-12 to view/monitor student academic progress, was instituted. However, there is still concern that grades are not being posted in a timely manner by teachers. More work will be done in this category. Some good improvement is being seen.
- **Information About Expanding Role of Information/Communication Technology** – Mrs. Wilson worked with Mr. Anderson, Office of Community Relations, to put together a parent video. By and large, it was quite successful. A list of frequently asked questions will be posted to the district website and Facebook. Dr. Graham said the district needs to get more involved in the marketing field and put district information in a user-friendly format.
- **Use of Social Media** – Dr. Graham said the district discovered that more than half of district parents are using social media. The district now has a Facebook page and some work is being done by individuals with Twitter. The survey data showed that two-thirds of district parents use Facebook. It is important to use multiple channels to get information out there. A parent asked Mrs. McBride how long to wait for grades before contacting someone. Mrs. Wilson said five school days. Dr. Graham will have this information included in April newsletters. Mrs. Smith said it's important that parents call the teacher first.

Dr. Graham thought the survey results were very positive. He feels the district is making good progress in the district priority areas, as well as with those things important to parents.

Organizational Capacity (School Management) – Pat McCue

- **Teacher Observation and Evaluation and Data-Driven Instruction** – Dr. McCue said school management is really what Mrs. Anselme talked about as far as things taking place regarding the bus drivers. The three components of the district priorities are APPR implementation, use of data in progress monitoring, and support needs in terms of training/use of technology. He said there are a lot of positive developments and it's important to use APPR as a vehicle to actually lead to professional growth in the way we instruct our students. It's a way to help teachers self-reflect. The district has worked on targeting its feedback to teachers. It is using progress monitoring to identify need in the program and to hone in on individual students. The district will continue to work on skills to hone in on gathering evidence that can be reflected back to the teacher – feedback for growth. He feels we'll see increased levels of self-efficacy among teachers that the APPR process is helping them grow.
- **Information and Communication Technology Integration** – Dr. McCue thanked the board for its support to integrate technology in the district. He said teachers are leading this effort.

School Operations (Resource Management) – Andrew Whitmore

- **SHS Renovation Project (Phase III)** – Mr. Whitmore explained that the Phase III project was passed four years ago. The district is pretty much on track, but there are still a few things left to do. He provided an explanation.
- **Full-day Kindergarten and Enrollment Management** – Mr. Whitmore said full-day kindergarten and enrollment management (the reconfiguration of three buildings) is the next district priority and capital project. He provided an explanation. He said we're on a tight

timetable and details are being finalized with the architect this week. The goal is to go to bid in Spring 2016, have everything built in a year, and finished by August 2017. If board members have an interest in viewing the floor plans for Vollmer and Sherman, please let the superintendent know.

- **Student Information Management System** – Mr. Whitmore talked about the transition from Naviance to School Tool, a bit more of a robust parent portal, which took place in February. He also provided some information as to when training would take place.

10. SUPERINTENDENT’S REPORT (Reference appendices #10A-D)

A. Written: Parent Engagement Initiative – Midyear Status Report

Dr. Graham said he already commented on this. There were no questions or comments.

B. Written: Student Disciplinary Report

There were no questions or comments.

C. Written: Resolution to dissolve GASB45 Retirement Reserve

There is no action needed. This is part of the implementation of full-day kindergarten. Mr. Whitmore provided an explanation. Mr. DesMarteau published a notice for the public hearing for this, which will be held at the March 17 board meeting.

D. Written: Town of Henrietta Memorial Day Parade Invitation

All board members and the superintendent were in agreement to participate. Mrs. Flanigan will respond on behalf of everyone.

E. Oral

- Dr. Graham provided a report from the AASA Conference. This year’s theme was “Celebration of Public Education in America.” Overall, it was a pretty informative conference. Some of the speaker highlights included:
 - Cal Ripken Jr. – He talked about character traits he felt were most important.
 - Taking data you have and integrating it in a collegial clearing house. The use of this data is very helpful in college and career readiness planning.
 - A strong movement of recognition to provide a priority for information and technology management.
 - Adding rigor toward college and career readiness – academic, as well as non-academic traits that are needed.
 - Getting smarter about summer learning
 - Three emerging trends – digital literacy, gamification, and being career ready.
- APPR scores for last year have been posted. All teachers were rated effective – both on 60 points and state assessment points.
- Dr. Graham briefed the board on a demonstration that took place in Fairport and a letter from West Irondequoit regarding opting out of state assessments. He noted that Rush-Henrietta will follow the same protocol as last year regarding opting out. He said the district does not object to assessment, just how the information is being used regarding evaluations.
- There is a legislative letter being sent regarding eliminating the gap elimination adjustment, asking that the tax cap not be made permanent, and asking to eliminate all teacher and principal evaluations based on state assessments that are not yet valid or reliable. All Rush-Henrietta bargaining units have asked to sign it.
- There will be a student discipline appeal on the agenda for the next meeting.
- Mr. Bower is unable to attend the NSBA Conference. Mrs. Smith will let Mrs. Flanigan know if she is able to attend in his place.

11. NEW BUSINESS (Reference appendix #11A)

A. 2015-2016 Board of Education Budget

Diane provided an overview. Mrs. Reinhardt said the allocations look good.

12. BOARD MEMBER REPORTS

A. MCSBA Labor Relations Committee (Feb. 25)

Mr. Bower did not attend. Dr. McCue did. He said it was the annual update of the consortium. He spoke of Rush-Henrietta's reserves being in very good shape. However, looking ahead, he's very concerned with the Affordable Care Act and worried about the Cadillac tax. He said the district is looking at the idea of becoming self-funded instead of going through Excellus. Mr. Whitmore talked about one risk, but said it does look like a good idea.

B. MCSBA Executive Committee (Feb. 25)

Dr. Graham was out-of-town. Mrs. McBride was in attendance. She reported that Jody Siegle, MCSBA executive director, is retiring. There was an executive session held to discuss her evaluation. She said the leadership team met to make sure there's an updated job description for her and will work to get it posted. They are looking for someone with governmental experience. The leadership team would like to have her replacement hired by the middle of July. The interview team will be made up of the leadership team and staff from Monroe #1 BOCES and Monroe 2-Orleans BOCES. There will be a brief acknowledgement at the annual meeting regarding a separate celebration for her. Mrs. McBride will keep everyone updated.

13. CLOSING OF MEETING

A. Board Meeting Recap

- Student Council representatives will attend the next board meeting regarding the district's hat policy.
- A marketing plan (under Budget Development Workshop) will be on the March 17 board agenda.
- The Community Budget Forum will be held March 12.
- Resolution to dissolve GASB45 Retirement Reserve – There will be a public hearing at the March 17 board meeting.
- APPR Scores – The superintendent will send a link if interested.
- There will be an executive session for a student appeal at the March 17 board meeting.
- The next District Policy Quarterly Review will be held at the March 17 board meeting.
- The DPAC parent partnership meeting will be held Thursday, March 5.
- Meeting with the Brighton, Henrietta, and Rush town boards for a light dinner prior to the March 17 board meeting.

B. Adjournment

MOTION TO ADJOURN THE MEETING AT 9:56 P.M.

MOVED: Mrs. Reinhardt

SECONDED: Mr. Bower

MOTION CARRIED: 7-0

C. Next Board of Education Meeting

The next Board of Education meeting is scheduled for 7 p.m. Tuesday, March 17, 2015.

Respectfully submitted,

Karen A. Flanigan
School District Clerk

Board Approved: March 17, 2015