



**Tuesday, April 7, 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  
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  
Ms. 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  
Ms. Dina Wilson, Assistant Superintendent, Curriculum and Instruction
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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, April 7, 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 6:33 p.m.

**B. Anticipated executive session to discuss the third quarter Employee Grievance Report, the Winslow principal candidate, and contract negotiations with the Rush-Henrietta Employees' Association Teachers' Chapter and Coalition Unit**

**MOTION TO ENTER EXECUTIVE SESSION AT 6:33 P.M. TO DISCUSS THE THIRD QUARTER EMPLOYEE GRIEVANCE REPORT, THE WINSLOW PRINCIPAL CANDIDATE, AND CONTRACT NEGOTIATIONS WITH THE RUSH-HENRIETTA EMPLOYEES' ASSOCIATION TEACHERS' CHAPTER AND COALITION UNIT**  
**MOVED: Mrs. Reinhardt**  
**SECONDED: Mr. Bower**

**MOTION CARRIED: 7-0**

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

**MOVED: Mrs. Reinhardt  
SECONDED: Mrs. Mitchell  
MOTION CARRIED: 7-0**

**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 7:07 p.m. The Pledge of Allegiance was recited and introductions were done for a Brockport student working on her administrative degree. During agenda review, item #22 was added to the personnel actions. There were no announcements.

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

The student representatives were not in attendance.

**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 wishing to speak.

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

- A. Report of bills audited and paid during February 2015
- B. Action pertaining to acceptance of the February treasurer's report and budget transfers
- C. Action pertaining to the award of bids – Art supplies
- D. Action pertaining to approval of the lease for the rental of the Calkins Road Tinker (elementary school) site
- E. Action pertaining to approval of the Facilities Use Contract for AP exams taking place at St. John Fisher College
- F. Action pertaining to approval of an overnight field trip – NAFME All Eastern Honors ensembles – Providence, RI (April 9-12, 2015)
- G. Action pertaining to approval of an overnight field trip – Glenn D. Loucks Memorial Games – White Plains, NY (May 8-9, 2015)
- H. Action pertaining to approval of CSE/CPSE recommendations
- I. Action pertaining to approval of Board of Education meeting minutes – 3/17/15

**MOTION PERTAINING TO ACCEPTANCE  
OF CONSENT AGENDA ITEMS #6A-I**

**MOVED: Mrs. Chaudari  
SECONDED: Mrs. Smith  
MOTION CARRIED: 7-0**

Mrs. Reinhardt had a question regarding how the administrative salary got included in item #2 of the Transfer Report. Mr. Whitmore explained.

**7. PERSONNEL ACTIONS (Reference appendix #7A)**

- A. Action pertaining to approval of personnel actions

**MOTION PERTAINING TO APPROVAL OF  
PERSONNEL ACTIONS, INCLUDING  
THE ADDITION OF ITEM #22**

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

**8. WORKSHOP: BUDGET DEVELOPMENT** (Reference appendices #8A-B, D, F)

**A. 2015-16 BOE Revenue Budget**

Dr. Graham said the revenue budget reflects the most recent information from Albany about state aid. Mr. Whitmore reviewed his Updated 2015-16 State Aid memo.

**B. 2015-16 BOE Expenditure Budget**

There were no changes to the expenditure budget.

**C. Action pertaining to adoption of the Proposed 2015-16 Budget**

**MOTION PERTAINING TO ADOPTION  
OF THE PROPOSED 2015-16 BUDGET**

**MOVED: Mrs. Smith  
SECONDED: Mrs. Chaudari  
MOTION CARRIED: 7-0**

**D. Property Tax Report Card**

Dr. Graham explained that a property tax report card is required by New York state and needs to be approved by the board.

**E. Action pertaining to acceptance of the 2015-16 Property Tax Report Card**

**MOTION PERTAINING TO ACCEPTANCE OF  
THE 2015-16 PROPERTY TAX REPORT CARD**

**MOVED: Mrs. Wickerham  
SECONDED: Mrs. Smith  
MOTION CARRIED: 7-0**

**F. Budget Notice**

Mr. Whitmore reported that this year's format will be a little different, but the numbers will be the same. Mrs. Reinhardt suggested providing this information as an FYI item at the next board meeting. Dr. Graham will handle.

**9. PROPOSITIONS FOR COMMUNITY REFERENDUM** (Reference appendix #9A)

- A. Action pertaining to adoption of the propositions for community referendum – (1) Budget Proposition, (2) Bus Expenditures, (3) Capital Expenditures, (4) 2016 Bus Purchase Reserve Fund

**MOTION PERTAINING TO ADOPTION OF THE PROPOSITIONS  
FOR COMMUNITY REFERENDUM – (1) BUDGET PROPOSITION,  
(2) BUS EXPENDITURES, (3) CAPITAL EXPENDITURES,  
(4) 2016 BUS PURCHASE RESERVE FUND**

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

**10. WORKSHOP: BUDGET COMMUNICATION** (Reference appendices #10A-D)

**A. Budget Message**

Dr. Graham said the budget message was sent to the Henrietta Post. There were no questions.

**B. Communication Plan**

Dr. Graham said there were no substantive changes. A little more will be done with Facebook this year. There were no questions.

**C. Budget Presentation Schedule**

The schedule begins tomorrow. Dr. Graham reminded board members that they are welcome to attend his Rotary and Senior Center presentations.

**D. Community Budget Forums Handout**

Dr. Graham reviewed the handout and asked board members if they had any concerns or changes. Discussion ensued. He will make a few changes, including adding the bus proposition explanation

and the date for DPAC Candidates' Night, and have the document ready for board members when they visit the parent groups. The document also will be posted to the district's website.

## **11. WORKSHOP: SCHOOL RECONFIGURATION** (Reference appendices #11A-C)

### **A. Transition Issues**

Dr. Graham reported on four transition issues: (1) capital improvement projects, (2) school attendance areas, (3) school schedules, and (4) staff interest survey. He anticipates the closure on two attendance areas by the next meeting. He said the summary reflects all parent forum feedback. As issues arise, he will add them to the list.

### **B. School Layouts – Burger, Sherman, Vollmer**

Dr. Graham reviewed the building floor plans. He said there are no surprises at Burger and it should be a very simple project. Sherman is identical to Vollmer, at least in concept. Dr. Graham provided an explanation of some of the problems/issues that arose and what is being done to rectify them. Mrs. Reinhardt had a concern about there being enough storage room for music instruments. Discussion ensued. At Vollmer, all issues are the same, but the configuration is a bit different. He explained the differences from the Sherman floor plan. The architects have been given the go ahead.

### **C. Construction Budget**

Dr. Graham reviewed the revised construction budget, explained the cost increase, and provided some thoughts on how the difference will be made up. No decisions are needed tonight. Mrs. Reinhardt asked why the architect's salary was budgeted in the construction budget. Mr. Whitmore explained.

## **12. SUPERINTENDENT'S REPORT** (Reference appendices #12A-D)

### **A. Written: Extracurricular Activity Stipends – Third Quarter Report**

This is a report requested by the board. Dr. Graham said winter is the largest report. All items are budgeted activities. The district will continue to make improvements.

### **B. Written: Report Card Posting Notification**

Dr. Graham said this is the official notification that the 2013-14 state report cards have been posted – <http://data.nysed.gov/>. Dr. McCue reviewed his analysis of adequate yearly progress (AYP) and said there's a lot to celebrate. He said the district wants all groups to meet AYP and does not believe this will be a concern long term. He explained some of the areas of concern and some of the things being done to help students (subgroups). If we take care of some of the subgroups, the overall data will improve. He also noted some of the areas of progress. There were no questions.

### **C. Written: NYS Assessments**

Dr. Graham reviewed the letter he wrote to inform staff and parents about Rush-Henrietta's position on the new state assessments and parent requests to have their children "opt out" of these tests. He would like to post the letter on the district website, send it out via a superintendent's E-news, and send it to all staff. He wanted to make sure board members were fine with him moving forward. Discussion ensued. Mrs. Smith stated that letters received from parents requesting their student not take the tests should state that parents are "refusing" to take the tests, not opting out. Mrs. Anselme will check the letter that NYSUT is using, which also is what most parents are using. Board members were in agreement with Dr. Graham and gave their ok to move forward.

### **D. Written: Board Workshop – Culturally Responsive Education**

Mrs. Anselme highlighted her proposal. She said it will be very interactive. A video will be sent to board members for review prior to the next meeting. Board members were fine with the proposal.

### **E. Oral Information**

- Good news – The district was informed by the State Education Department that it was very satisfied with our mandated disproportionality review and pleased with the district's work.
- Digital Learning Day is Monday, April 27. Dr. Graham felt another workshop on this topic would be redundant.
- The Genesee Valley Association for Supervision and Curriculum Development (GVASCD) announced that Dr. Graham will be receiving a supervision award this year. The reception will be held from 4 to 6 p.m. Thursday, May 14. He thanked the board for its nomination.
- The Henrietta Chamber of Commerce Community of Excellence Awards dinner will be held Wednesday, May 13, at Locust Hill Country Club.

### **13. BOARD MEMBER REPORTS**

#### **A. MCSBA Labor Relations Committee (March 18)**

Mr. Bower and Dr. McCue were unable to attend. Dr. McCue said the minutes were sent out and the presentation was about the 3020a process. The meeting also included a lot of review.

#### **B. NSBA Conference (March 21-23)**

Mrs. Smith thought it was a great conference. She said the three keynote speakers were very entertaining and stimulating – Jane Pauley; David Pogue, Yahoo tech journalist; and Montel Williams. One presenter, Dr. David Docterman, professor at Harvard and consultant to the Scholastic Read and Math 180 programs, talked a lot about fostering good learning behaviors, and the idea of persevering instead of giving up, believing in oneself, and to value risk taking. It's about there being a "culture of learning." He said the way teachers talk to students in the classroom can make a huge difference. Mrs. Smith and Mrs. McBride visited the BoardDocs booth and believe it's time to make the transition to BoardDocs Pro. Mrs. Smith will have BoardDocs staff contact Mrs. Flanigan to schedule a demonstration.

Mrs. Wickerham talked about workshops she attended, including the pre-conference workshop regarding an innovative way a Minnesota school devised to get ideas circulating throughout the district. Some of her workshop highlights included 1:1 learning on how to really use technology; enhancing student achievement by building engagement; a school district who partnered with Junior Achievement and put together a conference-type setting with a keynote speaker to introduce 8,000 8<sup>th</sup> grade students to possible careers; a school district focusing on job shadowing, resume writing, filling out job applications, etc. for special education students; equitable STEM learning for K-12 girls; and a Center for Public Education survey that focused on students enrolled in college versus those who are not.

Mrs. McBride said it was a very good conference. The workshops she attended involved a district who developed and implemented a K-12 digital citizenship curriculum (not a solid PBIS initiative, but kind of interesting to see how our district compares), school nutrition, how to become a professional governance board (time to review our information), increasing graduation rates, and paperless governance. She also enjoyed some of the student performances and stressed the importance of music education.

Dr. Graham agreed with the board members in that it was a great conference. He was impressed with the keynote speakers and tried to focus on 1:1 technology sessions.

#### **C. MCSBA Steering Committee (March 25)**

Dr. Graham stated that MCSBA President Mark Kokanovich (Brighton) reported on Jody Siegle's retirement, the search process, and the Albany lobbying trip. He said SMART bond apps are supposed to be online by April 1, but he has not seen them. He also said that the membership survey has been put on hold.

#### **D. MCSBA Board Presidents Meeting (March 25)**

Mrs. McBride reported that the board presidents each spoke about their budgets. She said there was an executive session to discuss the search process for the next MCSBA executive director, how to enhance MCSBA, and options for increasing attendance/participation.

### **14. CLOSING OF MEETING**

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

- The Budget Notice, in its new format, will be available to board members as an information item.
- The bus purchase plan will be included in the budget handout.
- Digital Learning Day is April 27. Important for as many board members as possible to be in attendance.
- Ken receiving a supervision award from GVASCD on May 14.
- Henrietta Chamber of Commerce Community of Excellence Awards dinner is May 13.

- Mrs. Smith will have BoardDocs staff contact Mrs. Flanigan to schedule a demonstration for BoardDocs Pro.

**B. Adjournment**

**MOTION TO ADJOURN THE MEETING AT 9:33 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, April 21, 2015.

Respectfully submitted,

Karen A. Flanigan  
School District Clerk  
*Board Approved: April 21, 2015*