



**Tuesday, April 12, 2016
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. Sue A. Smith, Vice president
Mrs. Jean M. Chaudari
Mr. Robert L. Cook
Mr. Sean P. McCormick
Mrs. Phyllis P. Wickerham

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

Absent: Mr. Robert C. Bower, Board member

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 12, 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. Call to Order

Mrs. McBride called the meeting to order at 6:45 p.m.

3. ANTICIPATED EXECUTIVE SESSION

A. Anticipated executive session to discuss the third quarter Employee Grievance Report

**MOTION TO ENTER EXECUTIVE SESSION AT
6:45 P.M. TO DISCUSS THE THIRD QUARTER
EMPLOYEE GRIEVANCE REPORT**

MOVED: Mrs. Wickerham

SECONDED: Mrs. Smith

MOTION CARRIED: 6-0

Mr. Bower was absent.

MOTION TO EXIT EXECUTIVE SESSION AT 7:10 P.M.

MOVED: Mrs. Chaudari

SECONDED: Mrs. Wickerham

4. RETURN TO PUBLIC MEETING

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

Mrs. McBride recalled the meeting to order at 7:12 p.m. The Pledge of Allegiance was recited and introductions done. Items #7G and #7H were added during agenda review and Mrs. McBride announced that she was asked to sit on the nominating committee for Monroe County School Boards Association (MCSBA) officer selections. The committee meets Thursday. She asked board members to let her know if they have any input. She also noted that Mr. Bower was absent.

5. BOARD MEMBER REPORT FROM STUDENT REPRESENTATIVE(S)

The student representatives were not in attendance.

6. PUBLIC FORUM

A. Audience members may address the Board of Education regarding items of interest not on the agenda

There were no audience members wishing to speak.

7. CONSENT AGENDA ITEMS FOR ROUTINE MATTERS (Reference appendices #7A-C, E-H)

- A. Action pertaining to acceptance of the February treasurer's report
- B. Action pertaining to the award of bids – Art supplies, Miscellaneous general construction award
- C. Action pertaining to approval of the resolution establishing the per diem stipend for election officials for the May 17, 2016 election
- D. Action pertaining to approval of July 12, 2016 as the date of the annual reorganizational meeting
- E. Action pertaining to approval of CSE/CPSE recommendations
- F. Action pertaining to approval of Board of Education meeting minutes – 3/22/16
- G. Action pertaining to appointment of the chairman for the May 17, 2016 election
- H. Action pertaining to appointment of election inspectors for the May 17, 2016 election

**MOTION PERTAINING TO ACCEPTANCE
OF CONSENT AGENDA ITEMS #7A-H**

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

A question was asked by Mrs. Smith regarding the Budget Transfer Report. Dr. Graham provided a prior explanation and Mr. Whitmore added further explanation at the board meeting.

8. PERSONNEL ACTIONS (Reference appendix #8A)

- A. Action pertaining to approval of personnel actions

**MOTION PERTAINING TO APPROVAL
OF PERSONNEL ACTIONS**

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

9. MONROE #1 BOCES ANNUAL ELECTION AND BUDGET VOTE (Reference appendices #9A-B)

- A. Action pertaining to approval of a resolution casting one vote for the election of Jason Steel, resident of the East Rochester Union Free School District; Linda Monte, resident of the Pittsford Central School District; and Bryan Buttram, resident of the Rush-Henrietta Central School District, as members of the Monroe #1 BOCES board for a term of office which will begin on July 1, 2016 and end on June 30, 2019

**MOTION PERTAINING TO APPROVAL OF A RESOLUTION
CASTING ONE VOTE FOR THE ELECTION OF JASON
STEEL, LINDA MONTE, AND BRYAN BUTTRAM AS
MEMBERS OF THE MONROE #1 BOCES BOARD**

**FOR A TERM OF OFFICE WHICH WILL BEGIN
ON JULY 1, 2016 AND END ON JUNE 30, 2019**

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

- B. Action pertaining to approval of a resolution to approve the proposed BOCES administrative budget in the amount of \$5,513,614 for the 2016-17 fiscal year

**MOTION PERTAINING TO APPROVAL OF A RESOLUTION
TO APPROVE THE PROPOSED BOCES ADMINISTRATIVE
BUDGET IN THE AMOUNT OF \$5,513,614
FOR THE 2016-17 FISCAL YEAR**

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

10. WORKSHOP: ROTH MIDDLE SCHOOL ENVIRONMENTAL IMPACT REPORT (Reference appendix #10A)

A. Roth Middle School Environmental Impact Report

Mr. Whitmore provided a brief history of the steps leading up to the environmental study done at Roth Middle School. Mr. Michael Rumrill, President, and Peter von Schondorf, PG, from Leader Professional Services, Inc, were in attendance to speak about the investigation they performed at Roth Middle School. Katherine Root, CIH, CSP, also was part of the investigation, but was unable to be in attendance.

Results from the study conducted at Roth found no environmental factors known to cause cancer. Mr. von Schondorf said the property was looked at as it currently exists. He said historical area photographs were also viewed, as well as records the state and county have on the property. They walked around the property and building, inside and out, several times and found no concerns currently or historically. Mr. von Schondorf said the school is very well maintained. The gentlemen talked about techniques used to do some of the testing and said all levels measured at Roth were orders of magnitude below OSHA limits. The two gentlemen answered questions from Mrs. Smith regarding possible guidelines in regard to how many samples are taken (decision based on experience and where water is available for consumption) and from the superintendent as to why no testing was done regarding electric magnetic forces (nothing to link Roth to electric magnetic forces, no sources in school or nearby). In summary, Mr. Whitmore said Roth continues to be a very safe building to be in and the district feels its employees and students have a very safe environment. Mr. Rumrill said he was very impressed with the building.

In light of recent media stories regarding lead testing, Mr. Whitmore explained that the district would be testing all drinking sources in district buildings. He explained the process and said it would take approximately three to four months to complete.

11. WORKSHOP: SCHOOL RECONFIGURATION (Reference appendix #11B)

A. Capital Project Plan

David Kaye, district architect and Dan Peters, architect with LaBella Associates PC, were in attendance to speak about the capital project plan. Mr. Whitmore provided an overview. Mr. Peters explained that the renderings are as close as he could get to make it accurate in his PowerPoint presentation of the capital projects taking place at Burger Middle School, Sherman Elementary School, and the Vollmer Learning Center. Mr. Whitmore explained that the full-day kindergarten project was combined with a number of 2015-16 projects. He talked about the history and finance portion of the capital project plan. He provided details about the work needing to be done and explained how the district would fund it. The district is still waiting for SED approval and is hoping to get it before the bid expires in mid-May. He said the process is frustrating as the project was submitted for approval last summer. Dr. Graham asked Mr. Kaye if he was satisfied with our low bidders. He said we have great low bidders and explained the bidding process.

B. Action pertaining to the award of capital project bids

MOTION PERTAINING TO THE AWARD

OF CAPITAL PROJECT BIDS
MOVED: Mrs. Smith
SECONDED: Mrs. Chaudari
MOTION CARRIED: 6-0

12: BUDGET DEVELOPMENT (Reference appendices #12A-C)

A. Action pertaining to adoption of the proposed 2016-17 revenue and expenditure budgets

Mr. Whitmore said there were no changes to the expenditure budget and explained changes to the revenue budget. He said the state aid numbers are projections/estimates, but actual aid will be based on actual costs incurred this year. He reviewed the three propositions and the property tax report card, which also will need approval tonight.

**MOTION PERTAINING TO ADOPTION OF THE PROPOSED
2016-17 REVENUE AND EXPENDITURE BUDGETS**

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

B. Action pertaining to approval of the property tax report card

**MOTION PERTAINING TO APPROVAL OF
THE PROPERTY TAX REPORT CARD**

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

C. Budget Notice

Mr. Whitmore reviewed the budget notice and said the state requires this. It is a little different from the property tax report card. It will be included in the district's *Budget Newsletter*.

13. PROPOSITIONS FOR COMMUNITY REFERENDUM (Reference appendix #13A)

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

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

MOVED: Mr. Cook
SECONDED: Mrs. Wickerham
MOTION CARRIED: 6-0

14. WORKSHOP: BUDGET COMMUNICATION (Reference appendices #14A-D)

A. Budget Message

Dr. Graham provided a summary. Mrs. Smith suggested a change. Dr. Graham will update the document.

B. Communication Plan

This document has already been seen by board members. It was updated for the current year.

C. Budget Presentation Schedule

This document has already been provided in a prior board packet.

D. Community Budget Forums Handout

Dr. Graham said this year's handout is based on a model everyone seemed to like last year. It defines what the district means by an educationally sound budget. He talked about his presentations to the Henrietta Senior Citizens Center and the R-H Rotary and invited all board members to join him.

15. DISTRICT POLICY QUARTERLY REVIEW (Reference appendix #15A)

A. The board will review district policies 2150-2701

Board members reviewed district policies 2150-2701.

- **Minor changes** – 2170, 2220, 2230, 2265, 2350, 2350-R, 2382, 2450; **First Reads** – 2160 and 2210; **Policy Committee** – 2150, 2250, 2260, 2270, 2270.1, 2410-R, 2510.

16. SUPERINTENDENT’S REPORT (Reference appendices #16A-D)

A. Written: Extracurricular Activity Stipends – 3rd Quarter

This is information requested by the board. There were no questions or comments.

B. Written: Urban-Suburban Program Update

Dr. Graham provided a review of where the district currently stands regarding the Urban-Suburban Program, including deadlines that need to be met in order to participate, having an orientation meeting, the 15-mile transportation limit, financing, and staffing. Discussion ensued. Ms. Anselme noted the importance of keeping in mind the cultural piece so students coming into the district feel welcomed and part of it. A decision was made to have the administrative staff begin work on the process to get the ball rolling for Fall 2017. Drs. Graham and McCue will draft an implementation plan of the things that need to be done and a timeframe for accomplishing them. They will then adopt that plan and proceed from there with the intent to participate.

C. Written: School Transition Report

Dr. Graham thought the board would be interested in this. There were no questions or comments.

D. Written: Digital Learning Day – DLD 2.0

Dr. Graham wanted to make sure all board members were aware of this year’s Digital Learning Day. He said the format is a little different this year. Ms. Wilson provided an overview. She said all workshops being presented this year are being done by Rush-Henrietta staff. She gave kudos to Joanne Mattiucci, Professional Development director, all administrators who have stepped up to be leaders – Brian Hill, Jeff Pollard, Greg Lane, and Kerry Macko, and program directors.

E. Oral Information

Dr. Graham made arrangements for Senator Patrick Gallivan to visit the district from 10:30 to 11:30 a.m. Thursday, May 12. Mrs. Flanigan will send an inquiry to the board for interest in attending. Dr. Graham’s major goal is to ask him about membership items. He provided an overview of the meeting.

17. NEW BUSINESS (Reference appendix #17A)

A. 2016-17 Calendar – Board meeting dates, text pages

Discussion ensued regarding the calendar. Board members were fine with finalizing the document.

18. BOARD MEMBER REPORTS

A. MCSBA Steering Committee (March 23)

Dr. Graham reported that the meeting topics included the legislative report, committee assignments, review of next year’s goals, and the budget (preparation for the annual meeting), which will be adopted at the next meeting.

B. MCSBA Legislative Committee (April 6)

Mr. Cook reported that it was a fairly quick meeting. He forwarded the minutes. The committee agreed to proceed with advocacy to local legislators in the spring and is in the process of deciding when those meetings will take place. There was more discussion about the Albany lobbying trip and if we want to do it in conjunction with the NYSSBA Conference next year.

C. District Parent Advisory Council (DPAC) (April 7)

Mrs. Wickerham reported that Dr. Graham reviewed results of the March Parent Forum. He acknowledged parent engagement priorities for next year. Ms. Anselme did a presentation for parents to learn what their students are learning online. It was well received. Dr. Graham asked for guidance on the start and end times for the new reconfiguration. He also mentioned that transportation has had to alter some of the start/end times and that it’s throwing the scheduling off. He explained.

D. NSBA Conference (April 9-11)

Mr. McCormick said the conference was informative and very useful. He attended a pre-conference session titled, “The Other Side of the Report Card: What It Is, and Why It Matters.” The speaker talked about any child having five adults in their life who support them being successful. He would like to further discuss this after having a chance to review the material he received. He also attended a session titled, “The Three R’s of Classroom Management: Relationship, Responsibility, and Respect,” an approach to classroom management seen through the eyes of the teacher and the student, a former gang leader. It’s been a very successful program. Mr. McCormick will forward the information. This agenda item was tabled to the next meeting.

- Mrs. McBride reminded board members about the Drug Prevention and Intervention Community Forum being held at 6:30 p.m. Monday, April 25, at Brockport High School.
- She talked about the end-of-year events list and reminded board members of the protocol for the events, the board president and liaison sit on stage and the remaining board members sit in the audience. The National Honor Society Induction has been moved to May 3. The Music Awards, 5:30 p.m. May 10, is a board event. She discussed evenings with double events and asked that any changes to the end-of-year list be sent to Mrs. Flanigan for updating.

19. CLOSING OF MEETING

A. Board Meeting Recap

- Each board member received appeal information that will be discussed at the next meeting.
- There will be action on a couple of MOAs regarding personnel items at the next meeting.
- Drs. Graham and McCue will work on developing an implementation plan for the Urban-Suburban Program. Anticipate a public hearing next fall.
- Senator Gallivan will be in-district 10:30-11:30 a.m. Thursday, May 12.
- Send any changes to the end-of-year events list to Mrs. Flanigan.
- Digital Learning Day – Monday, April 18.
- Fyle School Board Visit – Wednesday, April 20.
- DPAC Candidates' Night – Wednesday, April 27.

B. Adjournment

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

MOVED: Mrs. Smith

SECONDED: Mr. McCormick

MOTION CARRIED: 6-0

C. Next Board of Education Meeting

The next Board of Education meeting is scheduled for 7 p.m. Tuesday, April 26, 2016.

Respectfully submitted,

Karen A. Flanigan
School District Clerk

Board Approved: April 26, 2016