



Tuesday, May 10, 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
Mr. Robert C. Bower
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

1. MUSIC STUDENT RECOGNITION (SENIOR HIGH SCHOOL)

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, May 10, 2016, in the Dee Strickland Conference Room at the John W. 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 p.m. The Pledge of Allegiance was recited and introductions done. Mrs. Smith asked to have the GVSBI Report added to Board Member Reports. Mrs. McBride provided Mrs. Flanigan with a token of appreciation from the board for Administrative Professionals' Day.

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

There were no audience members wishing to speak.

6. FINAL PUBLIC HEARING ON THE PROPOSED 2016-17 BUDGET

- A. Audience members may address the Board of Education regarding the proposed 2016-17 budget**
There were no audience members wishing to speak.

7. CONSENT AGENDA ITEMS FOR ROUTINE MATTERS (Reference appendices #7A-D)

- A. Action pertaining to the award of bids – Contract student transportation, Cooperative bread and bread products, Cooperative beverage, Cooperative ice cream and frozen desserts, Cooperative milk and juice, Cooperative food, Cooperative produce
B. Action pertaining to acceptance of a donation – Godfrey J. Jacobsen Memorial Scholarship Fund
C. Action pertaining to approval of CSE/CPSE recommendations
D. Action pertaining to approval of Board of Education meeting minutes – 4/26/16

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

MOVED: Mrs. Chaudari
SECONDED: Mrs. Wickerham
MOTION CARRIED: 7-0

There was a question regarding why the low bidder did not get awarded the bid. Dr. Graham explained that it was due to the required specifications not being met.

8. PERSONNEL ACTIONS (Reference appendix #8A)

- A. Action pertaining to approval of personnel actions

**MOTION PERTAINING TO APPROVAL
OF PERSONNEL ACTIONS**

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

**9. WORKSHOP: DISTRICT RESPONSE TO THE STATE COMPTROLLER’S AUDIT
REPORT** (Reference appendix #9A)

A. District Response to the State Comptroller’s Audit Report

Mr. Whitmore reported that the district underwent an audit from the State Comptroller’s office last fall and that they met a few weeks ago to review the draft report. He stated that the report contains some valid observations, but is written in inflammatory language and insinuates the district did not follow all statutory requirements. The comptroller claims the district budgets too conservatively and has too many reserves which are detrimental to its local taxpayers. Mr. Whitmore stated that the district has the lowest tax rate in the county, lowest debt ratios in the state, lowest capital debt which saves millions in financing costs, more than 75 percent voter approval, a Moody’s Aa2 bond rate, received a \$1.9 million grant for its good financial efficiency, and has reduced its reserves and appropriated fund balance by 50 percent. The report does not reflect the reduction in reserves and appropriated fund balance. Mr. Whitmore said the district always budgets conservatively to allow for unknowns that happen (e.g. water testing at Roth Middle School, lead testing at all buildings/schools). He asked for the board’s guidance regarding the response. All board members agreed they would like to submit the rebuttal response, including the items they think are good ideas.

10. WORKSHOP: SCHOOL RECONFIGURATION (Reference appendices #10A-B)

A. Staff Transition Plan

Dr. Graham started with the good news that the State Education Department has given the district permission to proceed with its work on the school reconfiguration project. This puts the district right on schedule. He said groundbreaking will begin at three schools before the end of May. Progress has been made on the staff transition plan. Dr. Graham said it has been endorsed by all Program Advisory Committees and the district’s Transition Advisory Team. He explained the seven-step process and

reviewed the transition timeline. He said it's pretty much the plan everyone feels will move the district forward. The district will do the best it can to meet everyone's preferences. He talked about the frequently asked questions and then asked for the board's endorsement.

**MOTION TO ACCEPT THE
STAFF TRANSITION PLAN**

MOVED: Mrs. Wickerham

SECONDED: Mr. Cook

MOTION CARRIED: 7-0

B. School Start-End Times

Dr. Graham provided the history of the school start-end times. He said that Andy Whitmore, assistant superintendent for school finance & operations; Shirley Smith-Gravanda, transportation director; and Mary Bloss, bus routing specialist, have all been working together on this project and were in attendance to explain and answer questions that arose. He said the program he's looking for full support of has the support of all program advisory committees and the District Parent Advisory Council (DPAC). He explained the history and reviewed each of the alternatives. A student, Matthew Green, a senior working on his Eagle Scout badge, asked how the schedule would affect EMCC (MCC) students. Dr. Graham provided an explanation. He also asked for guidance and a decision on how to proceed as a schedule is needed in order to survey the teachers again regarding preferences. He said the broad-based concurrence is that Alternative #10-B-2 is the better schedule as it accomplishes many of the goals the district is looking at. Mr. Cook suggested having a clear legal opinion of the law regarding transporting students from home to day care. Discussion ensued. Dr. Graham thanked Ms. Smith-Gravanda and Mrs. Bloss for all of their work on the project.

**MOTION TO ADOPT START-END TIMES
AS OUTLINED IN ALTERNATIVE #2**

MOVED: Mrs. Smith

SECONDED: Mr. Bower

MOTION CARRIED: 7-0

11. DISTRICT POLICIES, REGULATIONS, AND EXHIBITS – FIRST READ (Reference appendix #11A)

A. 2150, 2160, 2210, 2250, 2260, 2270, 2270.1, 2410-R, 2510, 5200-R, 5500, 5500-E.1, 5800-R.2, 6900, 9645, Annual Parent Notifications in District Calendar

The above policies, regulations, and exhibits were reviewed. Additional changes will be made to 5800-R.2, 6900, and 9645. A second read of all policies will take place at the next meeting.

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

A. Written: R-H Alumni Council Report

There were no questions or comments.

B. Written: Talking Points for Senator Gallivan Meeting

Dr. Graham reviewed the talking points.

C. Oral Information

- An explanation regarding the seasonal use of a portable restroom for athletic events was provided.
- The updated mission/vision is now posted on the staff intranet. Dr. Graham's plan is to utilize it at the August District Leadership Forum as a rollout to the district priorities in the context of moving the vision forward.
- A question was asked if the high school is doing the designation of the top 10 percent of the senior class using the new guidelines adopted in the fall and how do students know about it. Dr. Graham said the high school will be using the new guidelines and read a response from Principal Patton, which includes no communication until students are identified. Board members were comfortable with this.

- The plan to revisit (1) the possible purchase of an updated version of BoardDocs and (2) the streaming of board meetings will be added to the business meeting agenda in July.
- Dr. McCue provided an overview of the status of the hiring of two assistant principals.
- Dr. Graham complimented Ms. Anselme for her work and that of her team – principal; TOSA; teacher, social worker; school nurse teacher; custodian; secretary; Chris Barker, student management director; and Travis Anderson, senior information specialist – over the weekend regarding the Leary health issue. Ms. Anselme provided a report/update. Mr. Bower said he saw a teacher who was very complimentary about how things were taken care of. Thank you to Ms. Anselme and the people that were involved.
- Mr. Whitmore provided an update to the lead and water testing being done in the district.
- Dr. Graham provided a heads up regarding a DPAC meeting flyer having to do with a baseball travel team. He explained and said he would contact them.
- An update was given regarding a memo on hand lotion which was discussed at the MCSBA Legislative meeting. Ms. Anselme explained that it was really about people being allergic to things. She said it was an FYI only.
- Good News – This year’s United Way campaign, coordinated by Kristin Dioguardi of Human Resources and Strategic Initiatives, raised \$36,861, up about \$400 from last year. Great job!

13. NEW BUSINESS (Reference appendices #13A-D)

A. Henrietta Memorial Day Parade Planning (May 30)

Dr. Graham is unable to participate this year. Mr. Bower will secure a vehicle for this year’s parade. Board members are not available for the Memorial Tribute Flag Ceremony following the parade.

B. Robert’s Rules of Order

This is an information item only.

C. NYSSBA 97th Annual Convention & Education Expo

The law conference and communications workshop will be held Thursday, Oct. 27, with the opening ceremony that evening. Board members discussed hotel preferences.

D. NSBA Annual Conference – 2017 Call for Proposals

Board members agreed to wait to consider participating until after the school reconfiguration project has been implemented.

14. BOARD MEMBER REPORTS

A. MCSBA Board Presidents Meeting (April 27)

Mrs. McBride attended DPAC Candidates’ Night instead. There is another meeting coming up. The topic is about succession planning for boards and what other boards are doing.

B. MCSBA Legislative Committee (May 4)

Mr. Cook said the topics were about the hand lotion memo, with the primary focus on decisions as to how to handle next year’s Albany lobbying trip. The decision was to do it separately from the NYSSBA event, but before the spring legislative appointments.

C. District Parent Advisory Council (DPAC) (May 5)

Mrs. Smith reported that building officers were elected for next year. The council did an end-of-year review, selected its representatives and confirmed meeting dates for next year, and agreed to provide babysitting services for meetings. DPAC Candidates’ Night was discussed. There was some concern about the format. The council will have a conversation in the fall about tightening up some of the rules and format. Although not the board’s role, Mrs. Smith has some concerns about items they may be talking about and would like the board to talk about it a little. Discussion ensued.

D. Genesee Valley School Boards Institute (GVSBI)

Mrs. Smith said the main topic of discussion was the rethinking of the group’s dues structure. The current structure is a sliding scale based on student population. They have approved going to a flat fee of \$500 for all districts. With the increase in dues, the institute is also starting to put together programs for board members. If you join, board members would be entitled to a free fall and spring workshop.

15. BOARD MEETING RECAP

- Mr. Whitmore reviewed the rebuttal letter to the State Comptroller's Audit Report.
- Policies will be brought to the next meeting for a second read, with additional changes being made to 5800-R.2, 6900, and 9645.
- May 22 - Henrietta Memorial Day Parade
- Tuesday, May 17 – Budget vote, board retirement dinner, and brief board meeting.
- Wednesday, May 18 – School board visit with staff from the Transportation & Operations Center and Parker Administration building.
- Dr. Graham will bring back a legal opinion regarding 4-6 and K-3 transportation runs.
- NYSSBA Convention registration information to Mrs. Flanigan prior to June 1 (registration opens).

16. ANTICIPATED EXECUTIVE SESSION

- A. Anticipated executive session to discuss a student suspension appeal, a tentative contract agreement with the Administrators' Association of Rush-Henrietta (AARH), and staff on performance improvement plans

MOTION TO ENTER EXECUTIVE SESSION AT 9:26 P.M. TO DISCUSS A STUDENT SUSPENSION APPEAL, A TENTATIVE CONTRACT AGREEMENT WITH THE ADMINISTRATORS' ASSOCIATION OF RUSH-HENRIETTA (AARH), AND STAFF ON PERFORMANCE IMPROVEMENT PLANS

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

MOTION TO EXIT EXECUTIVE SESSION AT 10:36 P.M.

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

17. RETURN TO PUBLIC MEETING

A. Recall to Order

Mrs. McBride recalled the meeting to order at 10:36 p.m.

18. CLOSING OF MEETING

A. Adjournment

MOTION TO ADJOURN THE MEETING AT 10:37 P.M.

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

B. Next Board of Education Meeting

The next Board of Education meeting is scheduled for 7 p.m. Tuesday, May 17, 2016.

Respectfully submitted,

Karen A. Flanigan
School District Clerk
Board Approved: May 24, 2016