



**Tuesday, May 26, 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  
Ms. Dina Wilson, Assistant Superintendent, Curriculum and Instruction
- Absent: Mr. Andrew Whitmore, Assistant Superintendent, School Finance and Operations
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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, May 26, 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 p.m.

**B. Anticipated executive session to discuss the superintendent's evaluation (Part II)/contract, salary recommendations for exempt staff, the Secondary Special Education Coordinator position, the status of contract negotiations with the R-H Employees' Association Teachers' Chapter, and an update on the Student Management Director position**

**MOTION TO ENTER EXECUTIVE SESSION AT 6 P.M.  
TO DISCUSS THE SUPERINTENDENT'S EVALUATION  
(PART II)/CONTRACT, SALARY RECOMMENDATIONS  
FOR EXEMPT STAFF, THE SECONDARY SPECIAL  
EDUCATION COORDINATOR POSITION, THE  
STATUS OF CONTRACT NEGOTIATIONS WITH  
THE R-H EMPLOYEES' ASSOCIATION TEACHERS'**

**CHAPTER, AND AN UPDATE ON THE STUDENT  
MANAGEMENT DIRECTOR POSITION**

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

**MOTION TO EXIT EXECUTIVE SESSION AT 7:29 P.M.**

**MOVED: Mrs. Mitchell  
SECONDED: Mr. Bower  
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 7:32 p.m. The Pledge of Allegiance was recited and introductions done. During agenda review Item #20 was added to personnel actions and Mrs. Reinhardt asked that letters received from Roth Middle School students be added under New Business. 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**

There was no one in the audience wishing to speak.

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

- A. Action pertaining to the award of bids – Lumber, Printer cartridges, Offset paper, Cooperative produce, Pizza, Xerographic paper, Commercial dishwasher, Hot and cold deli line
- B. Action pertaining to approval of CSE/CPSE recommendations

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

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

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

- A. Action pertaining to approval of personnel actions

**MOTION PERTAINING TO APPROVAL  
OF PERSONNEL ACTIONS**

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

**8. DISTRICT POLICIES, REGULATIONS, AND EXHIBITS (SECOND READ) (Reference appendix #8A)**

**A. 6700-R.2, 8136, 8212, 8410, 8411-E, 8414.4, 8414.4-R, 8416, 8635-R**

A second read of the policies, regulations, and exhibits was done. Additional changes will be made to policies 8212 and 8410.

**MOTION PERTAINING TO APPROVAL OF DISTRICT  
POLICIES, REGULATIONS, AND EXHIBITS (SECOND**

**READ), INCLUDING ADDITIONAL CHANGES  
TO POLICIES 8212 AND 8410  
MOVED: Mrs. Reinhardt  
SECONDED: Mrs. Wickerham  
MOTION CARRIED: 7-0**

**9. WORKSHOP: NEW COURSE OFFERINGS** (Reference appendices #9A-E)

- A. Animation
- B. Music in Our Digital Lives
- C. Biomedical Innovation (PLTW)
- D. Medical Interventions (PLTW)
- E. Our Digital Earth (Introduction to Geospatial Technology)
- F. Action pertaining to approval of five new course offerings

Ms. Wilson, assistant superintendent for curriculum and instruction, highlighted each of the new course offerings. Dr. Graham stated that the new course offerings are all great and relevant, but all are not replacing a current course. He asked what's going to get flushed out of these courses that will attract the students to them. Ms. Wilson said that although the new electives do not replace others, they will flush out some other electives. It's an evolutionary process. She added that the sciences are well alive, but there's a drop in business courses.

**MOTION PERTAINING TO APPROVAL OF FIVE NEW  
COURSE OFFERINGS – ANIMATION, MUSIC IN OUR  
DIGITAL LIVES, BIOMEDICAL INNOVATION  
(PLTW), MEDICAL INTERVENTIONS (PLTW),  
AND OUR DIGITAL EARTH (INTRODUCTION  
TO GEOSPATIAL TECHNOLOGY)  
MOVED: Mrs. Chaudari  
SECONDED: Mr. Bower  
MOTION CARRIED: 7-0**

**10. WORKSHOP: URBAN-SUBURBAN INTER-DISTRICT TRANSFER PROGRAM** (Reference appendix #10A)

**A. Review position paper**

Dr. Graham provided the history of the position paper. He asked the board to adopt the paper as a plan of work. Mrs. Smith suggested a couple of changes. Mr. Bower asked that it be posted on the district website. There were no other questions or concerns.

**B. Action pertaining to approval of the position paper**

**MOTION PERTAINING TO APPROVAL  
OF THE URBAN-SUBURBAN INTER-  
DISTRICT POSITION PAPER  
MOVED: Mrs. Mitchell  
SECONDED: Mrs. Smith  
MOTION CARRIED: 7-0**

**11. WORKSHOP: SCHOOL RECONFIGURATION – ALTERNATIVE SCHOOL SCHEDULES**  
(Reference appendix #11A)

**A. School Reconfiguration – Alternative School Schedules**

Dr. Graham provided an overview of where we are. He said a final walk through would be done tomorrow at Vollmer and Sherman and that he and Ms. Anselme were looking for the board's guidance on a middle school choice option for the current time. He said the district would eliminate automatic granting immediately, would work out guidelines that set priorities, and would like to implement student transition guidelines this summer. There were no objections from board members.

Dr. McCue shared some information regarding teaching staff and what is being done in an effort to avoid possible layoffs down the road. Dr. Graham and Ms. Anselme will talk with the town of Henrietta staff tomorrow regarding wrap-around daycare and what's best for the town and long-term interests of the community. They will need to talk to Rush staff as well. As the time nears, Mrs. Smith would like a list of staff members who may lose their positions. Dr. Graham asked her to wait until the fall. He also shared and reviewed two school schedules that were developed for the school reconfiguration and said one would not require teacher contract revisions (Option I) and one would require significant changes (Option II). Discussion ensued. Dr. Graham said program committees would review the schedules and see what they can come up with. No decisions need to be made tonight. Mrs. Smith stated that the board needs to make a decision on the name of the grades 7-9 schools in an effort to be consistent moving forward. This will be placed on the agenda for the next regular board meeting.

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

### **A. Written: Exit Poll Findings**

Dr. Graham stated that the findings were very typical. In regard to the comments from people saying they didn't receive enough information, Mrs. Smith suggested adding two questions to the survey (1) Did you receive and read the *Budget Newsletter*? and (2) What information did you want to receive, but didn't? Dr. Graham suggested putting the second question in the next district newsletter.

### **B. Written: Summer Administrative Meeting Schedule**

Dr. Graham said this was for information only so that board members could put the dates on their calendar. He reviewed the content for some of the meetings and said board members are welcome to attend any meeting, but he would like them to be at the District Leadership Forum on August. 10. This year's staff kickoff meeting will be held at Winslow Elementary School.

### **C. Oral Information**

- Outdoor bathroom facilities – Dr. Graham provided an explanation as to what the protocol and procedure will be. He said all requests need to go through Ms. Anselme and be reviewed for safety and health concerns, with one only being installed once it's approved. All outdoor bathroom facilities will only be placed by the district and charged as a facility fee (e.g. town requests).
- Uniform school safety plans – Ms. Anselme explained that in the spirit of all renovation changes that are forthcoming, people want to make sure that all district procedures currently in place are consistent districtwide. She talked about the items that are currently uniform districtwide.
- Ms. Anselme provided an overview of events taking place during Safety Week – drills, lockdowns, lockouts, etc. She talked about the live emergency drill that took place and said some good feedback was received from our emergency responders during the debriefing.
- Discussion took place regarding a letter received from a student regarding the top decile. Ms. Wilson provided an explanation on how the calculations work. Currently the top 10 percent is calculated using unweighted scores (level of courses vs. level of achievement). Mrs. Smith asked what the differential would be if weighted scores were used. Ms. Wilson will run the numbers again using weighted scores and report back at the next meeting.
- Dr. Graham suggested visiting the World Trade Center Observation Tower while at the NYSSBA Conference in the fall. He explained that tickets would need to be purchased online. Mrs. Flanigan will get some information and forward it to Dr. Graham for review.

## **13. NEW BUSINESS**

### **A. Claims Auditor Discussion**

Mrs. Reinhardt reported that this was discussed in the Finance & Audit Committee meeting and would be part of the minutes.

### **B. Letters from Students**

Mrs. Reinhardt talked about the letters board members received from Roth Middle School students regarding food at the cafeteria. She would like to make sure the students receive a response thanking

them for their opinions. She also had some concerns regarding their comments about bruised fruit, wilted lettuce, etc. Mrs. McBride will respond to the students.

#### **14. BOARD MEMBER REPORTS**

##### **A. MCSBA Legislative Committee (May 6)**

Mrs. Reinhardt said she e-mailed the report and the committee was going to have another meeting in two weeks.

##### **B. DPAC (May 7)**

Mrs. Wickerham said Ms. Wilson gave a presentation on Digital Learning Day.

##### **C. DPAC Candidates' Night (May 11)**

Mrs. McBride thought it was interesting to have it videotaped. Dr. Graham heard that some people thought it was better watching the video than actually attending the event. Dr. Graham thought it would be a good idea if there was ever a contested seat.

##### **D. MCSBA Steering Committee (May 13)**

Dr. Graham attended and said the meeting consisted of a review of the year. He said the committee is in somewhat of a holding pattern until the retirement of the executive director.

#### **15. CLOSING OF MEETING**

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

- Dr. Graham will be having meetings with the towns of Henrietta and Rush regarding wraparound daycare. There will be an update in the fall.
- Transition guidelines will be implemented this summer.
- A name is needed for the 7-9 schools. This will be added to the next board agenda.
- District Leadership Forum will be held August 10. Board members can attend other summer meetings, but Dr. Graham would like them to be part of the August 10 forum.
- Staff kickoff will be held from 8 to 9 a.m. Tuesday, September 1, at Winslow Elementary School.
- Mrs. Flanigan will provide World Trade Center Observation Tower ticket information to Dr. Graham.
- Mrs. McBride will send a letter to the students from Roth Middle School who did a writing project on the food at the cafeteria.
- The MCSBA annual dinner is tomorrow.
- Dr. Graham will report back in the fall regarding staff at risk.
- Mrs. Wilson will run a second set of numbers for the top decile using weighted scores.

##### **B. Adjournment**

**MOTION TO ADJOURN THE MEETING AT 9:46 P.M.**

**MOVED: Mr. Bower**

**SECONDED: Mrs. Reinhardt**

**MOTION CARRIED: 7-0**

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

The next Board of Education meeting is scheduled for 7 p.m. Tuesday, June 2, 2015.

Respectfully submitted,

Karen A. Flanigan

School District Clerk

*Board Approved: June 16, 2015*