



**Tuesday, May 27, 2014  
Regular 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.*

**Others Present:**

Dr. J. Kenneth Graham Jr., Superintendent of Schools  
Mr. George DesMarteau, School Attorney  
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

**Absent:**

Mrs. Nerlande Anselme, Assistant Superintendent, Student and Family Services

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**1. BOARD OF EDUCATION MEETING – GENERAL**

**A. Board of Education Members, Superintendent of Schools, School District Clerk**

**Board of Education Members** – Diane E. McBride, president; Pamela J. Reinhardt, vice president; Robert C. Bower; Jean M. Chaudari; Rosie B. Mitchell; Sue A. Smith; Phyllis P. Wickerham  
**Superintendent of Schools** – J. Kenneth Graham Jr., Ph.D.  
**School District Clerk** – Karen A. Flanigan

**B. Meeting Information**

The regular meeting of the Board of Education of the Rush-Henrietta Central School District was held Tuesday, May 27, 2014, in the Dee Strickland Conference Room at the Ninth Grade Academy, 2000 Lehigh Station Road, Henrietta, NY 14467.

**2. ANTICIPATED EXECUTIVE SESSION**

- A. Call to Order
- B. Anticipated executive session to discuss the superintendent's evaluation/contract, recommended salary adjustments for exempt staff, and the principal search

**MOTION TO ENTER EXECUTIVE SESSION AT 6:33 P.M.  
TO DISCUSS THE SUPERINTENDENT'S EVALUATION/  
CONTRACT, RECOMMENDED SALARY  
ADJUSTMENTS FOR EXEMPT STAFF,  
AND THE PRINCIPAL SEARCH  
MOVED: Mrs. Mitchell  
SECONDED: Mr. Bower  
MOTION CARRIED: 6-0  
Mrs. Wickerham arrived at 6:35 p.m.**

**MOTION TO EXIT EXECUTIVE SESSION AT 7:03 P.M.  
MOVED: Mrs. Smith  
SECONDED: Mrs. Chaudari  
MOTION CARRIED: 7-0**

### **3. OPENING OF PUBLIC MEETING**

#### **A. Call to Order, Pledge of Allegiance, Introductions, Agenda Review, and Announcements**

The meeting was called to order at 7:09 p.m. The Pledge of Allegiance was recited; introductions were done. During agenda review, Mr. Bower asked that Item #6A-7 be voted on separately and Mrs. Reinhardt removed Item #14C from the agenda as the meeting was cancelled. Dr. Graham stated that Mrs. Anselme was absent due to a family emergency.

### **4. 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.

### **5. CONSENT AGENDA ITEMS FOR ROUTINE MATTERS (Reference appendices #5A-L)**

- A. Report of bills audited and paid during April 2014
- B. Action pertaining to acceptance of the Monroe County Sheriff's refueling contract
- C. Action pertaining to acceptance of change order #E-007 – Kaplan-Schmidt Electric, Inc. – CIP 2011 Phase 3 - \$5,826
- D. Report of change orders as of May 1, 2014
- E. Action pertaining to the award of bids – Cooperative multi-media, Cooperative bread, Cooperative ice cream, Cooperative milk and juice, Cooperative specialty foods, 2014 Cooperative food, Athletic supplies, Wood & metal supplies, Offset paper, Lumber, Printer cartridges
- F. Action pertaining to approval of a donation – Matthews Buses, Inc. and RHCS D Transportation Department employees
- G. Action pertaining to approval of a donation – Genesee Finger Lakes Chapter of the Air & Waste Management Association
- H. Action pertaining to approval of CSE/CPSE recommendations
- I. Action pertaining to acceptance of Finance & Audit Committee meeting minutes – 5/5/14
- J. Action pertaining to approval of Board of Education meeting minutes – 5/6/14
- K. Action pertaining to approval of Board of Education meeting minutes – 5/20/14 (Election results)
- L. Action pertaining to approval of the Record of Proceedings of the annual meeting of 5/20/14

**MOTION PERTAINING TO ACCEPTANCE  
OF CONSENT AGENDA ITEMS #5A-L  
MOVED: Mrs. Chaudari  
SECONDED: Mrs. Smith  
MOTION CARRIED: 7-0**

Mrs. Reinhardt questioned there being no indication as to what bid was taken on the athletic supplies. Mrs. Smith and Mr. Whitmore said it was always the first one unless there's a note saying it was rejected.

### **6. PERSONNEL ACTIONS (Reference appendix #6A)**

- A. Action pertaining to approval of Personnel Actions

**MOTION PERTAINING TO APPROVAL OF  
PERSONNEL ACTIONS, #1-6 AND #8-31  
MOVED: Mr. Bower  
SECONDED: Mrs. Wickerham  
MOTION CARRIED: 7-0**

**MOTION PERTAINING TO APPROVAL OF PERSONNEL ACTION #7  
MOVED: Mrs. Smith  
SECONDED: Mrs. Reinhardt  
MOTION CARRIED: 6-0  
ABSTAINED: Mr. Bower**

**7. WORKSHOP: FIVE-YEAR CAPITAL PROJECTS PLAN (Reference appendices #7A-B)**

**A. Action pertaining to approval of capital improvements 2014-2017**

Ken Nelson, Facilities director, and David Kaye, district architect, were in attendance to review the plan. Mr. Nelson began by briefing the board on an incident that took place at the Transportation & Operations Center over the weekend. Mr. Kaye reviewed the capital improvements 2014-2017 list. Mr. Whitmore explained how the process works. Mrs. Wickerham asked about the Vollmer and WHEB buildings. Mr. Kaye explained. Mr. Bower asked if the high school project was still on track. Mr. Kaye said yes, but the counseling area may hold us up a bit. He explained.

**MOTION PERTAINING TO APPROVAL OF  
CAPITAL IMPROVEMENTS 2014-2017**

**MOVED: Mrs. Wickerham**

**SECONDED: Mrs. Mitchell**

**MOTION CARRIED: 7-0**

**B. Action pertaining to approval of the Five-year Capital Improvement Program 2014-2018**

**MOTION PERTAINING TO APPROVAL OF THE FIVE-  
YEAR CAPITAL IMPROVEMENT PROGRAM 2014-2018**

**MOVED: Mrs. Chaudari**

**SECONDED: Mrs. Wickerham**

**MOTION CARRIED: 7-0**

**8. DISTRICT POLICIES, REGULATIONS, AND EXHIBITS (FIRST READ) (Reference appendices #8A-M)**

- A. 2410 – Formulation, Adoption, and Amendment of Policies, Regulations, and Exhibits
- B. 2410-R.1 – Adoption Process for District Policies, Regulations, and Exhibits
- C. 5311.5 – Student Dress Code
- D. 5312 – Prohibited Student Conduct
- E. 5312.1 – Drug, Alcohol, and Tobacco Use
- F. 5312.2 – Dangerous Weapons in School
- G. 5314 – Corporal Punishment/Aversive Interventions
- H. 5314-R – Investigation of Complaints Concerning the Use of Corporal Punishment or Aversive Interventions
- I. 5320 – Student Conduct on School Buses
- J. 5330-R.1 – Searches and Interrogations
- K. 5330-R.2 – Alco-sensor
- L. 5330-E.1 – Searches and Interrogations (Acknowledgement concerning use of student parking lots)
- M. 5330-E.2 – Searches and Interrogations (Alco-sensor protocol)

The policies were reviewed. Mrs. Flanigan will make changes to 2410, 5330-R.1, and 5330-R.2. All policies, regulations, and exhibits will be brought back for a second read at the June 10 board meeting.

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

**A. High School Prep Math**

**B. College Math Prep (Year 2 Pilot with Monroe Community College)**

**C. Project Lead the Way (PLTW) – Human Body Systems**

Mrs. Wilson, assistant superintendent of Curriculum & Instruction, provided overviews of each new course offering. Jody Hoch, director of mathematics, also was in attendance. Dr. Graham added a couple of points regarding the math program. He also asked board members to consider passing a resolution to have high school students take a math course each year of high school. No decision is needed tonight.

**MOTION TO APPROVE THREE  
NEW COURSE OFFERINGS  
MOTION: Mrs. Chaudari  
SECONDED: Mrs. Smith  
MOTION CARRIED: 7-0**

**10. WORKSHOP: FULL-DAY KINDERGARTEN (PART II) (Reference appendices #10A-C)**

**A. Space Plan – First Draft**

Dr. Graham provided a brief overview of the first draft which was first discussed at the April 22 board meeting. He reiterated that everything being done is based on assumptions.

**B. Space Planning Assumptions-Sensitivity Analysis**

Dr. Graham used this document to help board members reach a consensus on the planning assumptions discussed in the first draft. He will need input from board members in order to proceed.

**C. Space Plan – Alternative Approaches**

Dr. Graham reviewed the alternative approaches. By the next meeting he will need to know (1) how many buffer rooms do we go with, and (2) which of the alternatives do you want to take off the plate. He reminded the board that they had already eliminated alternative approaches three, four, and nine and that it isn't about selecting one approach, but eliminating the ones you don't think have merit or are worth further investigation. He will put together a guideline and e-mail it to the board.

**11. SUPERINTENDENT'S REPORT (Reference appendices #11A-E)**

**A. Written: Exit Poll Findings**

There were no questions.

**B. Written: Disproportionality Self-Review**

Mrs. Smith asked if all of these items have been done does it look like the district is out of danger this year. Dr. Graham will check into this, but asked that we table the agenda item until the next meeting when Mrs. Anselme is present.

**C. Written: NYS Assessment Report**

There were no questions.

**D. Written: Results of refunding TOC bonds**

There were no questions.

**E. Written: Summer Administrative Meeting Schedule**

Dr. Graham provided an overview of the document. Mrs. Wilson provided input as to what will take place during some of the meetings. Dr. Graham would like board members to attend from 8 to 11 a.m. Monday, August 11.

**F. Oral Information**

There were no oral information items.

**12. OLD BUSINESS (Reference appendix #12A)**

**A. 2014-15 Calendar: Board meeting dates**

All board members were ok with the schedule.

**MOTION TO APPROVE THE 2014-15  
BOARD MEETING CALENDAR  
MOTION: Mr. Bower  
SECONDED: Mrs. Smith  
MOTION CARRIED: 7-0**

**B. Summer 2014 meeting schedule**

Board members discussed having a second meeting (board retreat) in July, which would be used to accommodate the board's evaluation process and to utilize the process to get ready for the administrative meeting in August. All board members were in agreement to have a second meeting and will e-mail Mrs. Flanigan with suggested dates.

### **13. NEW BUSINESS (Reference appendices #13D-E)**

#### **A. NYSSBA Convention Attendance**

Board members were encouraged to inform Mrs. Flanigan of their plans as soon as possible. Mrs. Wickerham said she is planning to attend the conference and the pre-law seminar as well.

#### **B. NSBA Conference Proposal (Deadline – 5 p.m. Monday, June 16)**

Board members are not planning to submit one this year.

#### **C. Claims Auditor Discussion**

Mrs. Reinhardt explained that Maria Hamilton, current claims auditor, is interested in continuing in the position for another year. She said everyone is pleased with her work and asked if there were any objections to Mrs. Hamilton remaining in the position. There were none.

#### **D. Internal Auditor Services**

Mrs. Reinhardt explained that there are two options and provided an explanation. She said the question is do we stay with what we know, or go with someone different to see if there's something another person can bring to the table. She asked board members for their thoughts, suggestions, or concerns. There were no concerns so Mrs. Reinhardt suggested staying with EFP Rotenberg.

#### **E. Board Evaluation Committee Report**

Mrs. Smith said that Dr. Graham, Mrs. Wickerham, and she met to discuss the evaluation tool. She asked board members to review the latest version and provide changes to her or Mrs. Wickerham.

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

#### **A. MCSBA Legislative Committee (May 7)**

Mrs. Reinhardt forwarded the minutes.

#### **B. DPAC Candidates' Night (May 12)**

Mr. Bower thought everything went well.

#### **C. MCSBA Steering Committee (May 14)**

This report was deleted during agenda review as the meeting was cancelled.

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

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

- Full-day Kindergarten – Dr. Graham will send some information to the board. He asked them to think about how many buffer rooms they'd like to see and what alternatives are not acceptable.
- The Disproportionality Self-Review is tabled to the June 10 meeting.
- August 11 – Strategic Planning Forum
- There will be a second meeting in July (board retreat). E-mail Mrs. Flanigan with your availability.
- Let Mrs. Flanigan know about attendance at the NYSSBA conference.
- Review the board self-evaluation and provide any comments to Mrs. Smith or Mrs. Wickerham.

#### **B. Adjournment**

**MOTION TO ADJOURN THE MEETING AT 10:02 P.M.**

**MOVED: Mrs. Wickerham**

**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, June 10, 2014. The meeting will be preceded by the Board Tenure Recognition Ceremony at 5:30 p.m.

Respectfully submitted,

Karen A. Flanigan  
School District Clerk

*Board Approved: June 10, 2014*