



Tuesday, June 2, 2015
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. 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. TENURE RECOGNITION CEREMONY

District tenure recipients were honored by members of the Board of Education.

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, June 2, 2015, in the Dee Strickland Conference Room at the Parker Administration Building, 2034 Lehigh Station Road, Henrietta, NY 14467.

3. ANTICIPATED EXECUTIVE SESSION

A. Call to Order

Mrs. McBride called the meeting to order at 6:40 p.m.

B. Anticipated executive session to discuss the school attorney annual evaluation and contract, and school district clerk annual evaluation and reappointment

**MOTION TO ENTER EXECUTIVE SESSION AT 6:40 P.M.
TO DISCUSS THE SCHOOL ATTORNEY ANNUAL
EVALUATION AND CONTRACT, AND SCHOOL
DISTRICT CLERK ANNUAL EVALUATION
AND REAPPOINTMENT
MOVED: Mrs. Smith**

SECONDED: Mrs. Reinhardt
MOTION CARRIED: 7-0

MOTION TO EXIT EXECUTIVE SESSION AT 7:05 P.M.
MOVED: Mrs. Mitchell
SECONDED: Mr. Bower
MOTION CARRIED: 7-0

4. OPENING OF PUBLIC MEETING

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

Mrs. McBride called the meeting to order at 7:09 p.m. The Pledge of Allegiance was recited and introductions were done. There were no changes to the agenda and no announcements.

5. BOARD MEMBER REPORT FROM STUDENT REPRESENTATIVE(S)

Mr. Michael Slattery, senior student representative to the board, updated the board on the Student Council hat policy. He then talked about a new Student Council initiative regarding Styrofoam lunch trays. He provided the results of Student Council elections and said Student Council would like to have a council historian for the 2015-16 school year. He also reported on senior spirit week, the DWI demonstration taking place prior to the senior ball, gave a sports update, said AP exams finished in mid-May, and that the common core assessments (geometry) were being given today.

Mrs. McBride encouraged music students in the audience to think about the position of student representative to the board.

6. BOARD RECOGNITIONS

Mrs. McBride read the following resolution to Michael Slattery, senior student representative to the board.

WHEREAS, Michael Slattery, as a Rush-Henrietta student, has balanced his academic success with his personal growth and development, and

WHEREAS, Michael Slattery has served as a student liaison to the Board of Education and represented the interests and concerns of Rush-Henrietta students;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Rush-Henrietta Central School District does hereby express to Michael Slattery its sincere and profound admiration, for his service to the board during the 2014-2015 academic year at the Rush-Henrietta Senior High School. The board honors his academic achievement, leadership, service to the district, his maturity, his pursuit of excellence, and his love for learning.

**MOTION PERTAINING TO APPROVAL OF THE RESOLUTION
FOR STUDENT REPRESENTATIVE MICHAEL SLATTERY**

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

Mrs. McBride then presented certificates to music students for their outstanding accomplishments. She read some highlights about each music group being recognized and shared some comments from students about their love of music that was provided by Mrs. Watts, music director.

7. 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.

8. CONSENT AGENDA ITEMS FOR ROUTINE MATTERS (Reference appendices #8A-J)

- A. Report of bills audited and paid during April 2015
- B. Action pertaining to acceptance of the April treasurer's report and budget transfers
- C. Action pertaining to the award of bids – Combi ovens, Vehicle lift
- D. Action pertaining to acceptance of a donation – Gap, Inc.
- E. Action pertaining to approval of CSE/CPSE recommendations
- F. Action pertaining to approval of Board of Education meeting minutes – 5/5/15
- G. Action pertaining to acceptance of Finance & Audit Committee meeting minutes/notes – 5/15/15 and meeting minutes – 5/19/15
- H. Action pertaining to approval of Board of Education meeting minutes – 5/19/15 (Election Results)
- I. Action pertaining to approval of the Record of Proceedings of the annual meeting of 5/19/15
- J. Action pertaining to acceptance of the corrected election results and the amendment of the Record of Proceedings accordingly after final certification by the chief election inspector

Mr. Whitmore provided an explanation to a question regarding item #8B (Budgetary Transfer Report).

**MOTION PERTAINING TO ACCEPTANCE
OF CONSENT AGENDA ITEMS #8A-J
MOVED: Mrs. Chaudari
SECONDED: Mrs. Mitchell
MOTION CARRIED: 7-0**

9. PERSONNEL ACTIONS (Reference appendix #9A)

- 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**

10. SUPERINTENDENT'S CONTRACT

- A. Action pertaining to approval of an amendment to the superintendent's contract

**MOTION PERTAINING TO APPROVAL
OF AN AMENDMENT TO THE
SUPERINTENDENT'S CONTRACT
MOVED: Mrs. Reinhardt
SECONDED: Mrs. Mitchell
MOTION CARRIED: 7-0**

11. WORKSHOP: STUDENT DRESS CODE (Reference appendix #11A)

A. Senior High School Hat Pilot Report

Mrs. Patton was in attendance with two Student Council students to give an update on the hat pilot. She provided an overview of how things have been going and said there have been no disciplinary issues. The students have not heard any concerns, but did provide signs to a couple of staff members for their doors. Currently, only one teacher prefers to not have hats worn in the classroom, but it has not been an issue. In some classes hats are not being worn for safety issues. It was reported that a fair amount of students are wearing hats. Mrs. Reinhardt commended the students on their work.

12. DISTRICT POLICY (FIRST READ) (Reference appendix #12A)

A. 5311.5 – Student Dress Code

Dr. Graham read the changes to the policy so the students would be aware of them. This policy will be brought back to the next regular board meeting for a second read.

13. WORKSHOP: SCHOOL FINANCE (Reference appendices #13A-E)

A. Action pertaining to acceptance of the Fund Balance and Reserve Funding Plan

Mr. Whitmore stated that this is the annual projection of the district's fund balance. He provided an explanation of the plan, which answered questions asked by board members.

**MOTION PERTAINING TO ACCEPTANCE OF THE
FUND BALANCE AND RESERVE FUNDING PLAN**

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

B. Action pertaining to acceptance of the Internal Control Risk Assessment for the Rush-Henrietta Central School District from EFP Rotenberg, LLP

**MOTION PERTAINING TO ACCEPTANCE OF THE
INTERNAL CONTROL RISK ASSESSMENT FOR
THE RUSH-HENRIETTA CENTRAL SCHOOL
DISTRICT FROM EFP ROTENBERG, LLP**

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

C. Action pertaining to acceptance of the Internal Audit Corrective Action Plan

**MOTION PERTAINING TO ACCEPTANCE OF THE
INTERNAL AUDIT CORRECTIVE ACTION PLAN**

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

D. Action pertaining to approval of the offering of the RASHP Bronze health insurance plan to comply with the new Affordable Care Act laws

**MOTION PERTAINING TO APPROVAL OF THE
OFFERING OF THE RASHP BRONZE HEALTH
INSURANCE PLAN TO COMPLY WITH THE
NEW AFFORDABLE CARE ACT LAWS**

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

Mr. Whitmore provided an overview. He said there's a lot of reporting that has to be done and if not done the right way, there's significant penalties. He stated that the district will pay some penalties. He talked about some of the penalties and said that the Monroe County consortium is trying to figure out how to minimize them. Mr. Whitmore also said his office is still working on developing methods to do some of the reporting. For now, reporting will be done manually as WinCap is not ready yet. Dr. McCue also said Athletic Director Tom Stewart is working with his office to quantify hours worked by coaches. Mr. Whitmore said the district will be targeted for audits.

E. Year-end Fund Balance

This is for information only.

14. WORKSHOP: FIVE-YEAR CAPITAL PROJECTS PLAN (Reference appendices #14A-B)

A. Action pertaining to approval of the Five-year Capital Improvement Program 2015-2019

Mr. Whitmore provided an overview. Mr. Nelson, facilities director, and Mr. Kaye, district architect, were in attendance to walk the board through the plan. Mr. Kaye said they would be looking to get acceptance of the five-year plan by the board tonight. He reviewed the document.

B. Action pertaining to approval of capital improvements 2015-2018

Mr. Kaye reviewed the capital improvements document and explained why he plans to bundle CIP 2016 and 2017 with full-day kindergarten. Mr. Nelson talked about two emergency projects – retaining wall by the ramp that goes up the west lot at the high school and HVAC automation chain upgrade. He said he would be coming to the board to ask for emergency funding this summer so the update can be completed prior to the winter. Mr. Whitmore explained that the money is already there. The board will see two resolutions so that everything can be sent to SED and the district can get priority on getting these projects done.

**MOTION PERTAINING TO APPROVAL
OF THE FIVE-YEAR CAPITAL IMPROVE-
MENT PROGRAM 2015-2019 AND THE
CAPITAL IMPROVEMENTS 2015-2018**

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

15. SUPERINTENDENT’S REPORT (Reference appendix #15A)

A. Written: Parent Engagement End-of-Year Report

Dr. Graham stated that the title of the report should be End-of-Year Report, not Midyear Status Report. He reviewed the document. There were no questions.

B. Oral Information

- Follow-up: The primary/intermediate schedules of the school reconfiguration will be at the next meeting. Dr. Graham said breaking the recess apart did meet contractual obligations.
- Top 10% decile. Mrs. Wilson worked with the high school to get the results if calculated using both the weighted and unweighted scores. The list is currently calculated using unweighted scores. The question was asked if there’s any reason why the scores can’t be calculated both ways on a regular basis. Discussion ensued. There is a board policy that would have to be changed. Mr. Bower asked when the board should act on this to be prepared for next year. Dr. Graham said as long as it’s not in the *Course Descriptions* book, the board would have until September. Dr. Graham will have an answer at the next meeting.
- Dr. Graham provided follow-up regarding a question he received regarding a brick walk. Bottom line, the district does not have a brick walk and the person was directed to another project.
- The district has reached a tentative agreement with Good Shepherd for a two-year lease for the use of its facility. This will be on the June 16 board agenda.

16. NEW BUSINESS (Reference appendices #16A-B)

A. Board Evaluation Instrument

Mrs. McBride will compile the evaluations. Mrs. Flanigan will update the form with the current year and send to board members.

B. Board of Education School Visits – 2015-16

Board members were ok with the dates.

C. Board Officer Nominating Committee

Mrs. McBride explained the nominating committee to Mr. Cook and Mr. McCormick, the two newly elected board members who were in the audience. Mr. Bower and Mrs. Chaudari agreed to work together on the nominating committee. Mrs. Mitchell thought there could be more structure with the nominating committee. Mrs. McBride said she would see how this year goes and keep it in mind for the future.

D. Summer 2015 meeting schedule (board retreat discussion)

Mrs. McBride explained that there is typically a single meeting in July and August, but if doing the self-evaluation, a retreat would be needed to review them. She said the retreat also would be good with having two new board members. Discussion ensued. The retreat will be held at 6 p.m. Wednesday, July 29. Mrs. Wickerham volunteered to host.

E. Board Retirement Dinner

Mrs. McBride explained that she heard a couple of conversations about the retirement dinner and thought this would be a good opportunity for board members to verbalize their thoughts regarding a retirement dinner or hors d'oeuvre reception. Discussion ensued. Dr. Graham will get some numbers regarding the number of retirees vs. the number of attendees and report back at the next meeting.

17. BOARD MEMBER REPORTS

A. MCSBA Annual Meeting (May 27)

Mrs. Reinhardt and Mrs. Wickerham said it was nice. Dr. Graham said he was meeting people he hadn't seen in years.

18. CLOSING OF MEETING

A. Board Meeting Recap

- Next agenda – action item for official reconfiguration school schedules.
- Next agenda – action item for a lease proposal for Good Shepherd.
- If the board wants to change the policy, need a discussion regarding the top 10 percent decile at a meeting in the near future.
- Board Retreat - 6 p.m. Wednesday, July 29, at Mrs. Wickerham's home.
- Add retirement dinner discussion to another agenda to discuss data Dr. Graham will put together.
- Next agenda - District Policy Quarterly Review

Dr. Graham asked the student representative, Michael Slattery, to share his thoughts regarding the top 10 percent decile. Mr. Slattery thinks using the weighted scores would be best and that it would be well received by students.

B. Adjournment

MOTION TO ADJOURN THE MEETING AT 8:50 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 16, 2015.

Respectfully submitted,

Karen A. Flanigan
School District Clerk
Board Approved: June 16, 2015