



**Tuesday, June 10, 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  
Mrs. 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  
Mrs. Dina Wilson, Assistant Superintendent, Curriculum and Instruction

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**1. TENURE RECOGNITION CEREMONY**

The Tenure Recognition Ceremony was held at 5:30 p.m. at the Transportation & Operations Center.

**2. 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, June 10, 2014, at the Transportation & Operations Center, 1133 Lehigh Station Road, Henrietta, NY 14467.

**3. ANTICIPATED EXECUTIVE SESSION**

**A. Call to Order**

**B. Anticipated executive session for personnel matters that include the superintendent's contract, school attorney annual evaluation/contract, school district clerk annual evaluation/reappointment, appointment of a NGA principal, appointment of an acting Winslow principal, and three other pending administrative changes**

**MOTION TO ENTER EXECUTIVE SESSION AT 6:20 P.M.  
FOR PERSONNEL MATTERS THAT INCLUDE THE SUPER-  
INTENDENT'S CONTRACT, SCHOOL ATTORNEY ANNUAL  
EVALUATION/CONTRACT, SCHOOL DISTRICT CLERK  
ANNUAL EVALUATION/REAPPOINTMENT, APPOINTMENT  
OF A NGA PRINCIPAL, APPOINTMENT OF AN ACTING  
WINSLOW PRINCIPAL, AND THREE OTHER PENDING  
ADMINISTRATIVE CHANGES**

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

**MOTION TO EXIT EXECUTIVE SESSION AT 7:11 P.M.**

**MOVED: Mrs. Mitchell**

**SECONDED: Mrs. Smith**

**MOTION CARRIED: 7-0**

**4. OPENING OF PUBLIC MEETING**

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

The meeting was called to order at 7:20 p.m. The Pledge of Allegiance was recited and introductions were done. During agenda review, an additional item was added to the personnel actions (#9A-27), agenda item #24 was modified to read \$16 per hour, and the order of agenda items 12 and 13A were switched. There were no announcements.

**5. BOARD MEMBER REPORT FROM STUDENT REPRESENTATIVE(S)**

Student representative Michael Slattery reported on the:

- Year-end award ceremonies, including the Royal Comet dinner, LOTE Awards, Underclassmen Awards, and Senior Awards.
- Students being busy preparing for their Regents exams.
- Student Council elections being held at the beginning of the school year.
- Student Council changes next year. Student Council will be more of a voice for the students than an activity-based council and the Class Council will be handling events and homecoming.
- Homecoming date. It will be held the second week after school starts.
- Junior prom being finished and senior ball being held Friday.
- Track team accomplishments this year. He congratulated track teammate Mickey Burke who won the 3200m race and received his first state championship. He said the team did really well and its accomplishments are something the district should be very proud of.

**6. BOARD RECOGNITIONS**

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

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 2013-2014 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: Mr. Bower**

**SECNDED: Mrs. Wickerham**

**MOTION CARRIED: 7-0**

Mrs. McBride also presented music recognition certificates to students Gabrielle Antonio and Holden Turner. Mrs. Flanigan will forward the remaining music certificates to each school for distribution.

**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-I)**

- A. Report of bills audited and paid during May 2014
- B. Action pertaining to acceptance of the April treasurer's report and April/May budget transfers
- C. Action pertaining to acceptance of change order #GC-022 – Allied Builders, Inc. – Sperry - \$2,300
- D. Action pertaining to acceptance of change order #HVAC-001 – Amering & Johnston, Inc. – Admin. Addition - \$210
- E. Action pertaining to the award of bids – 6-Wheeler Cab & Chassis
- F. Action pertaining to the award of the Elmer L. Gordon scholarship
- G. Action pertaining to approval of the Professional Development Plan
- H. Action pertaining to approval of CSE/CPSE recommendations
- I. Action pertaining to approval of Board of Education meeting minutes – 5/27/14

**MOTION PERTAINING TO ACCEPTANCE  
OF CONSENT AGENDA ITEMS #8A-I  
MOVED: Mrs. Chaudari  
SECONDED: Mrs. Wickerham  
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, INCLUDING A  
MODIFICATION TO #24 AND THE  
ADDITION OF #27  
MOVED: Mrs. Reinhardt  
SECONDED: Mrs. Chaudari  
MOTION CARRIED: 7-0**

Agenda item #24 should read: "... \$16.00 per hour..."

**10. FUND BALANCE AND UTILIZATION (Reference appendix #10A)**

**A. Action pertaining to designation of undesignated fund balance in excess of 4 percent cap**

Mr. Whitmore provided a summary of the documents. Dr. Graham asked if the district would receive an auditor's comment about not taking the money out and putting it back into the reserve. Mr. Whitmore said he provided an explanation in the resolution, which is attached.

**MOTION PERTAINING TO DESIGNATION  
OF UNDESIGNATED FUND BALANCE  
IN EXCESS OF 4 PERCENT CAP  
MOVED: Mr. Bower  
SECONDED: Mrs. Mitchell  
MOTION CARRIED: 7-0**

**11. DISTRICT POLICIES, REGULATIONS, AND EXHIBITS (SECOND READ) (Reference appendices #11A-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)

**MOTION PERTAINING TO APPROVAL OF  
DISTRICT POLICIES, REGULATIONS, AND  
EXHIBITS (SECOND READ), #11A-M  
MOVED: Mrs. Smith  
SECONDED: Mrs. Reinhardt  
MOTION CARRIED: 7-0**

### **13. SUPERINTENDENT’S REPORT (Reference appendix #13A)**

#### **A. Written: Disproportionality Report**

Dr. Graham provided background information regarding this report and reiterated the two questions asked at the last board meeting – (1) How will we know that our interventions are adequate? and (2) Why does the number of suspensions for this student cohort seem to be the same each year despite the fact there are different students in the cohort? Mrs. Anselme, Assistant Superintendent for Student & Family Services, reviewed the process that took place leading up to the self-review required by the State Education Department and Kittie Pizzutelli, Special Education director, reviewed the summary of findings of the self-review and the district’s corrective actions.

Mrs. Pizzutelli said we’re talking about a small group of students. She said she looked at what the district was doing right/wrong and said it’s hard to say if we’ll be cited again as the students change every year. She said work has already begun as to how to best serve our students and the task falls on Special Education, but it’s really about what we’re doing in our schools. She said PBIS efforts are being doubled and explained some of the suggested ideas for changing things. Mrs. Pizzutelli said it’s important to recognize that the culture is very different for some of the students coming into our district. She believes the district has a better idea of what it’s looking for, said good is going to come out of this as the district is more aware, and that a plan is very well established for next year. Mrs. Anselme said it’s a self-review and the district is currently in compliance. The report was for behavior and for special education students only. Mrs. Anselme said her recommendation would be to include all students, not just special education students.

### **12. WORKSHOP: FULL-DAY KINDERGARTEN (PART III) (Reference appendix #12A)**

#### **A. Full-day Kindergarten (Part III)**

Dr. Graham explained that a new report was included that continues to evolve. He reviewed items I-VI and polled board members to see how many rooms they thought should be set aside for enrollment growth. The board decided on two rooms. Dr. Graham then reviewed the alternative approaches for adding space. Of the 11 approaches considered, seven were rejected and four deemed worthy of further study. Dr. Graham will start to go through the cost analysis of the four feasible alternatives. Discussion ensued regarding balancing enrollment. Dr. Graham will have the cost analysis of the two elementary alternatives done by the next board meeting. He will update the core report to reflect tonight’s workshop and add a section IX to reflect the cost analysis. The four alternatives will need to be narrowed to one, which will then be vetted to parents and staff. Dr. Graham’s advice would be to take it to vote in December.

### **13. SUPERINTENDENT’S REPORT (Reference appendices #13B-C)**

#### **A. Written: Disproportionality Report**

This was done prior to the Full-day Kindergarten Workshop so Mrs. Pizzutelli would be able to leave.

## **B. Written: Parent Engagement End-of-Year Report**

Dr. Graham reviewed the report. He said there's been a lot of progress, but there are some projects the district still needs to continue with.

## **C. Written: SMS Recommendation**

Dr. McCue reviewed the SMS Evaluation Team's findings and recommendations to move from Chancery to School Tool. He said the decision was made to move from Chancery as their interface is archaic, we're the only district still using it, and there is no more BOCES support for it. School Tool is a local company and staff using it are excited about the service, support, and flexibility of it. The implementation target date is the 2015-16 school year.

## **D. Oral Information**

- Mrs. Wickerham had questions that arose from the District Health & Safety meeting. Dr. Graham said there is no problem with emergency responders in the district and he explained why the Emergency Management drill had been changed.
- Good news in regard to the Medicaid audit conducted earlier this year. The superintendent received a nice letter saying the district was in excellent standing and did not have to do anything. Mrs. Anselme explained how the audit went (the best plan they had ever seen) and what was done. Mrs. Reinhart said she sees no reason for Rotenberg to continue doing the Medicaid audit.
- Dr. Graham was approached by Donna Watts, Art/Music director and Mr. Whitmore, Assistant Superintendent of School Finance and Operations, regarding old band equipment being stored and the ok to dispose of it. He explained what the items were. Discussion ensued. Board members were in agreement that there was no need to keep the items and discussed how to dispose of them.
- Dr. Graham discussed the upcoming meeting he and Mrs. Mitchell were planning to attend with Senator Patrick Gallivan. He talked about a letter the senator sent May 23 about school resource officers and the position he put the district in by not explaining this properly as this service is not available to Monroe County. He plans to discuss this at the upcoming meeting.
- Dr. Graham explained the recent acquiring of a FOB for Mrs. McBride. He asked that other board members let him know if they have similar problems.

## **14. OLD BUSINESS (Reference appendix #14B)**

### **A. Summer 2014 meeting schedule (Board retreat discussion)**

The consensus date for the summer board retreat is Tuesday, July 29. Mrs. Reinhardt will host, starting at 6 p.m. She will let everyone know what they can do to help.

### **B. Board Evaluation Instrument**

Mrs. McBride thanked Dr. Graham for his work on the evaluation instrument. She asked that board members please return their completed evaluation to Mrs. Flanigan by the June 25 board meeting.

## **15. NEW BUSINESS (Reference appendix #15B)**

### **A. Board Officer Nominating Committee**

Mrs. Wickerham and Mrs. Chaudari agreed to head up the nominating committee.

### **B. Board of Education School Visits – 2014-15**

Mrs. McBride asked that board members let Mrs. Flanigan know as soon as possible about any conflicts. Mrs. Smith suggested moving the Oct. 22, Dec. 10, and April 8 dates to the prior Wednesday. It was also agreed that the Ninth Grade Academy and Senior High School start times would be changed to 7:15 p.m.

## **16. BOARD MEMBER REPORTS**

### **A. MCSBA Annual Meeting (May 28)**

Discussion ensued regarding the annual meeting. Mrs. Mitchell asked what the result of the meeting was. Mrs. Reinhardt provided an explanation, noting a weak turnout. Dr. Graham also noted the tremendous decline in meeting attendance.

There were a couple of miscellaneous items.

- Mrs. Flanigan inquired about the need for a photographer at the July reorganizational meeting as there were no new board members. It was decided one was not needed.

- The next Policy Committee meeting date will be set after the reorganizational meeting in order to see what board members will be on the committee.
- Dr. Graham asked about the summer dress code. It was agreed that it would begin in June.
- Mrs. Flanigan and Dr. McCue explained why there would be an updated district policy quarterly review packet being delivered.

## **17. CLOSING OF MEETING**

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

- Next meeting – Full-day kindergarten update
- Bring your completed board evaluation to the next meeting.
- Mrs. Wickerham and Mrs. Chaudari agreed to head the Nominating Committee.
- Mrs. Flanigan will update the list of board school visit dates.
- The next Policy Committee meeting will be scheduled in July after the reorganizational meeting.
- An updated packet of the district policy quarterly review will be sent in the next couple of days.
- Reminder - The next board meeting is Wednesday, June 25, 2014.

### **B. Adjournment**

**MOTION TO ADJOURN THE MEETING AT 9:42 P.M.**

**MOVED: Mr. Bower**

**SECONDED: Mrs. Wickerham**

**MOTION CARRIED: 7-0**

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

The next Board of Education meeting is scheduled for 7 p.m. Wednesday, June 25, 2014.

Respectfully submitted,

Karen A. Flanigan  
 School District Clerk  
*Board Approved: June 25, 2014*