



Tuesday, August 12, 2014
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: Diane E. McBride, President
Phyllis P. Wickerham, Vice president
Robert C. Bower
Jean M. Chaudari
Rosie B. Mitchell
Pamela J. Reinhardt
Sue A. Smith

Others: Dr. J. Kenneth Graham Jr., Superintendent of Schools
Mr. George DesMarteau, School Attorney
Mrs. Karen A. Flanigan, School District Clerk
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

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, August 12, 2014, 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

The meeting was called to order at 6:16 p.m.

B. Anticipated executive session to discuss appeals from a student suspension and the denial of requests for transportation of students to a non-public school, the appointment of a new high school administrator, and updates regarding upcoming retirements and resignations

MOTION TO ENTER EXECUTIVE SESSION AT 6:16 P.M. TO DISCUSS APPEALS FROM A STUDENT SUSPENSION AND THE DENIAL OF REQUESTS FOR TRANSPORTATION OF STUDENTS TO A NON-PUBLIC SCHOOL, THE APPOINTMENT OF A NEW HIGH SCHOOL ADMINISTRATOR, AND UPDATES REGARDING UPCOMING RETIREMENTS AND RESIGNATIONS
MOVED: Mrs. Smith

SECONDED: Mr. Bower
MOTION CARRIED: 7-0

MOTION TO EXIT EXECUTIVE SESSION AT 7:12 P.M.

MOVED: Mrs. Mitchell
SECONDED: Mrs. Reinhardt
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 7:18 p.m. The Pledge of Allegiance was recited and introductions done. During agenda review, the following changes were made:

- Addition (Dr. Graham) - #6A-23 per discussion in executive session
- Deletion (Dr. Graham) - #9C – Student Referrals – End-of-Year Report. The report will be updated and brought back at the next meeting.
- Addition (Mrs. McBride) - #3B – Student Appeals
- Addition (Mrs. McBride) - #10G – MCSBA Topics Survey
- Addition (Mrs. Reinhardt) - #10H – MCSBA Legislative Committee Topics
- Addition (Mrs. McBride) - #5R – Action pertaining to acceptance of Rebecca Wiesner as the current town of Henrietta tax collector

B. Student Appeals

RESOLVED, THAT THE APPEAL OF SARA MISRA AND RAVI MISRA FROM THE DENIAL OF TRANSPORTATION FOR THEIR DAUGHTER, ARIELLE MISRA, TO THE RENAISSANCE ACADEMY CHARTER SCHOOL FOR THE 2014-2015 SCHOOL YEAR DUE TO THE LATE FILING OF THE REQUEST FOR SUCH TRANSPORTATION BE SUSTAINED BASED UPON THE FACTS AND CIRCUMSTANCES AS PRESENTED IN EXPLANATION OF THE LATE REQUEST AND THE SUPERINTENDENT IS DIRECTED TO DEVELOP AND IMPLEMENT A PLAN FOR THE PROVISION OF SUCH TRANSPORTATION IN ACCORDANCE WITH DISTRICT POLICY AND PRACTICE

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

RESOLVED, THAT THE APPEAL OF NICOLE M. JOHNSON AND STEVEN N. EVANS FROM THE DENIAL OF TRANSPORTATION FOR THEIR SON, ANTHONY EVANS, TO THE RENAISSANCE ACADEMY CHARTER SCHOOL FOR THE 2014-2015 SCHOOL YEAR DUE TO THE LATE FILING OF THE REQUEST FOR SUCH TRANSPORTATION BE DENIED AS MOOT IN LIGHT OF THE PRIOR DECISION OF THIS BOARD TO IMPLEMENT A PLAN FOR THE PROVISION OF TRANSPORTATION TO SUCH SCHOOL, AFFORDING ANTHONY LIMITED ACCESS TO SUCH TRANSPORTATION IN ACCORDANCE WITH DISTRICT POLICY AND PRACTICE APPLICABLE TO STUDENTS RESIDING MORE THAN 15 MILES FROM THE SUBJECT SCHOOL

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

4. PUBLIC FORUM

Mr. Kevin Yost, 1474 Middle Road, Rush, NY 14543

Mr. Yost talked about renovations to district buildings and said he's spent time on Space Committee. He said Mr. Nelson, facilities director, and Mr. Kaye, district architect, are excellent at what they do. However, he feels there are problems with the physical education area that have not been addressed which short-change female students at the high school, mainly female athletes. He also had an issue with the boys' locker room. Mr. Yost's suggestion was to reverse the gym teachers' office with the storage room so female students would have access to the male physical education teachers. Dr. Graham said he had a privacy wall built two years ago per a request from Mr. Yost, but Mr. Yost said he had not been to the high school to see it.

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

- A. Report of bills audited and paid during July 2014
- B. Action pertaining to acceptance of the June treasurer's report and July budget transfers
- C. Action pertaining to the award of bids – Printer cartridges, Automotive filters, Offset paper, *Course Description Guide*, and Fresh produce
- D. Report of change orders as of June 6, 2014
- E. Action pertaining to approval to participate in BOCES cooperative bids
- F. Action pertaining to approval of the contract with Ruffell Reimbursements for Medicaid claim processing services
- G. Action pertaining to agreement to self-insure the difference between the maximum district group life insurance coverage and the life insurance coverage to which the superintendent of schools is entitled to contractually
- H. Action pertaining to paying a tax collector stipend to the town of Rush
- I. Action pertaining to acceptance of change order #EC-004 – Blackmon-Farrell Electric, Inc. – Admin. addition - \$21,512
- J. Action pertaining to approval of the changes in the PERMA Workers' Compensation Agreement and to the authorization of the Alternative Contribution Plan addendum to the PERMA Program Agreement and an updated version of the program agreement
- K. Action pertaining to approval of a donation – Arts Alive Scholarship – FIJI Water and RollGiving
- L. Action pertaining to approval of a donation – Leary Student Council
- M. Action pertaining to approval of an overnight field trip – Cross Country Invitational
- N. Action pertaining to approval of CSE/CPSE recommendations
- O. Action pertaining to approval of Board of Education annual reorganizational meeting minutes – 7/8/14
- P. Action pertaining to approval of Board of Education meeting minutes – 7/8/14
- Q. Action pertaining to approval of Finance & Audit Committee meeting minutes – 7/16/14
- R. Action pertaining to acceptance of Rebecca Wiesner as the current town of Henrietta tax collector

**MOTION PERTAINING TO ACCEPTANCE
OF CONSENT AGENDA ITEMS #5A-R
MOVED: Mrs. Mitchell
SECONDED: Mr. Bower
MOTION CARRIED: 7-0**

Dr. Graham said he e-mailed answers to questions asked by the board, but not until late in the day. He provided explanations.

6. PERSONNEL ACTIONS (Reference appendix #6A)

- A. Action pertaining to approval of personnel actions

**MOTION PERTAINING TO APPROVAL
OF PERSONNEL ACTIONS
MOVED: Mr. Bower**

- 7. FUND BALANCE AND TAX WARRANT** (Reference appendices #7A-F)
 - A. Tax Rate Setting Process**
 - B. Action pertaining to approval of a resolution providing for the transfer of funds to reserves**
 - C. Action pertaining to the retention of funds – Section 1318 Real Property Tax Law memo**
 - D. Final Tax Computations memo**
 - E. Tax Rates memo**
 - F. Equalization Rate Changes – Tax Rate Impact**

Mr. Whitmore provided an explanation of the district's tax rate setting process and 2013-14 fund balance. He also provided an explanation of equalization rates and their impact on this year's tax rates. He spoke about The Marketplace Mall coming off our tax rolls and tax freeze complications. Dr. Graham stated that it was more of a town issue than a school issue. He also provided an explanation of the fund balance monies.

**MOTION PERTAINING TO APPROVAL OF ITEMS #7B-D
MOVED: Mrs. Wickerham
SECONDED: Mrs. Mitchell
MOTION CARRIED: 7-0**

- 8. WORKSHOP: FULL-DAY KINDERGARTEN (PART V)** (Reference appendix #8A)
 - A. Full-day Kindergarten (Part V)**

Dr. Graham provided an overview of what's taken place in each workshop to date. He said tonight's workshop would entail a discussion of attendance area changes required to implement the two most feasible alternatives, as well as a third alternative deemed feasible by the board at the third workshop. The third alternative, with some modifications, was added due to an error in calculating the projected capital cost for one of the two most feasible alternatives and because the correction makes one of the two most feasible alternatives less reasonable. Dr. Graham walked the board through the three current alternatives. Discussion ensued. He said the board needed to make a decision in November and that the latest the vote could take place was February. Board members agreed to take the K-8 alternative (alternative IX, K-4, 5-8) off the table. However, they are not ready to select one alternative at this time and would like Dr. Graham to vet programmatic issues for the two remaining alternatives. Dr. Graham will meet with school and district administrators on August 25 and be prepared with a new handout at the next board meeting. He also will put together a schedule of staff and school visits and get it to the board. Mrs. Smith thanked Dr. Graham for his work and Dr. Graham thanked Mrs. Milburn, Information Technology Services director, for her work as well.

- 9. SUPERINTENDENT'S REPORT** (Reference appendices #9A-E)
 - A. Written: Teacher Center – Annual Report**

There were no questions or comments.
 - B. Written: Collegial Coaching – Annual Report**

There were no questions or comments.
 - C. Written: Student Referrals – End-of-Year Report**

This item was removed from the agenda. An updated report will be added to the next board agenda.
 - D. Written: Summer Programs – Status Report**

Mrs. Wickerham mentioned attendance being lower this year and asked if the district has looked back into the projected cost for summer school transportation. Dr. Graham said it has not, but it is probably something that should be looked at again (possible budget request). Dr. Graham asked if board members were still interested in receiving this report and they are.
 - E. Written: Corporal Punishment Report – End-of-Year**

There were no incidents of complaints about the use of corporal punishment to report.

F. Oral Information

- Dr. Graham thought the Strategic Planning Forum went well. He will be posting the state-of-the-district report on the website tomorrow. Travis Anderson, Community Relations senior information specialist, also will add a link to the left-hand column of the website.
- Dr. Graham sent a tweet today.
- State assessment data was received about 4 p.m. today. Dr. Graham provided some thoughts on his first look of the data, but said the data is sequestered until Thursday. Mrs. Wilson, assistant superintendent of Curriculum and Instruction, said we need to see how the rest of the county did and then we can compare.
- Strategic Planning Work – The district priorities will be on the next agenda for board approval. Dr. Graham talked about all the things that will be coming down the pike.
- Leadership Development – Mrs. Wilson said last year’s focus was and will continue to be on culture of learning. She explained everything that would be taking place during the leadership meetings and thanked Joanne Mattiucci, Professional Development director, for her work in preparing for the meetings. She said she did a good job using technology and stated that it was a team effort with multiple administrators leading parts of the meetings.
- The administrative meeting will be held on August 25. Staff kickoff will be held on August 27. Dr. Graham suggested board members arrive as close to 7 a.m. as possible for a tour of the new facility prior to the start of the program. He provided an overview of the kickoff’s events.

10. NEW BUSINESS (Reference appendices #10A-F)

A. Staff Appreciation Letter – Draft

Mrs. Wickerham asked if this item could be on the July meeting agenda next year so board members would have more time to personalize the letters. Mrs. Flanigan will coordinate this year’s project.

B. Board of Education *Henrietta Post* Columns – Planning

Mrs. McBride asked if there were any additions to the list and Dr. Graham explained his process for creating the list. Two changes will be made – the December column will be Full-day Kindergarten Proposal and the March column will be Five-year Instruction Technology Plan.

C. Board Goals and Objectives – Planning

This item was tabled to the next meeting.

D. Board Workshops – Planning

This item was tabled to the next meeting.

E. Board of Education School Visits

This is an FYI item only.

F. Vote – Lever Voting Machines

Discussion ensued. Board members decided not to take any machines.

G. MCSBA – Topics Survey

Mrs. Mitchell forwarded information to board members regarding topics for the Information Exchange and Labor Relations committees asking for board input. Mrs. McBride asked board members to review the information and forward any questions to Mrs. Mitchell.

H. MCSBA – Legislative Committee Topics

Mrs. Reinhardt said the committee will be looking for discussion topics at its first meeting. She would like to propose the new healthy meals plan and explained her reasoning. She asked board members to let her know if they had any other ideas.

11. CLOSING OF MEETING

A. Board Meeting Recap

- Dr. Graham will put together a report prior to the Program and Service Review regarding the cost and benefits associated with summer school bussing.
- There will be more information regarding state data at the next meeting.
- Opening Day Kickoff – August 27, Senior High School, 7 a.m. (tour), 8 a.m. (opening)
- Staff Appreciation Letters – Mrs. Flanigan will coordinate the project and inform board members when the letters can be picked up and when they need to be returned.

- Board Goals and Objectives and Board Workshops agenda items were tabled to the next meeting.
- Forward topic suggestions for MCSBA subcommittee meetings to the respective representative.
- District Priorities – Will be on the next agenda for board approval.

B. Adjournment

MOTION TO ADJOURN THE MEETING AT 9:40 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. Tuesday, September 2, 2014.

Respectfully submitted,

Karen A. Flanigan
School District Clerk
Board Approved: September 2, 2014