



Tuesday, September 22, 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. Sue A. Smith, Vice president
Mr. Robert C. Bower
Mrs. Jean M. Chaudari
Mr. Robert L. Cook
Mr. Sean P. McCormick
Mrs. Phyllis P. Wickerham

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
Mr. Andrew Whitmore, Assistant Superintendent, School Finance and Operations
Ms. Dina Wilson, Assistant Superintendent, Curriculum and Instruction

Absent: Dr. Patrick McCue, Assistant Superintendent, Human Resources and Strategic Initiatives

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, September 22, 2015, in the Dee Strickland Conference Room at the John W. Parker Administration Building, 2034 Lehigh Station Road, Henrietta, NY 14467.

2. WORKSHOP: BOARDDOCS PRO

A workshop was held for board members, the superintendent, and school attorney to view the enhancements of BoardDocs Pro, demonstrated by Laura Vautour of BoardDocs.

3. OPENING OF PUBLIC MEETING

A. Call to Order

Mrs. McBride called the meeting to order at 6:22 p.m.

4. EXECUTIVE SESSION

A. The board entered into executive session to review an administrator's performance goals and contract negotiations with the Rush-Henrietta Employees' Association Coalition Unit and Facilities & Mechanics Chapter

**MOTION TO ENTER INTO EXECUTIVE SESSION AT 6:22 P.M. TO
REVIEW AN ADMINISTRATOR'S PERFORMANCE GOALS AND**

**CONTRACT NEGOTIATIONS WITH THE RHEA COALITION
UNIT AND FACILITIES & MECHANICS CHAPTER**

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

MOTION TO EXIT EXECUTIVE SESSION AT 7:14 P.M.

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

5. RETURN TO PUBLIC MEETING

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

Mrs. McBride recalled the meeting to order at 7:17 p.m. The Pledge of Allegiance was recited and introductions were done. Dr. McCue was absent. During agenda review, “Board Member Report from Student Representative(s)” was added after the Public Forum. There were no announcements.

6. 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.

BOARD MEMBER REPORT FROM STUDENT REPRESENTATIVE(S)

New student representative, John Brophy, was in attendance, as well as student council representative, Maddy Wolgast. During Mr. Brophy’s report he spoke about Sept. 30 being an early release day (so teachers are able to attend meetings), a sophomore activities fair (to learn about school clubs), the pep rally, and the fall sports teams. Ms. Wolgast reported on the good turnout for the homecoming football game and that Link Crew provided face painting and welcomed R-H alumni. She talked about the powder puff football game (Roth won) and the manleaders (male cheerleaders). She also said Link Crew directed parents to/from classrooms for open house. Through a survey taken regarding open house, she said the group received negative feedback from parents stating they were disappointed to not have one-on-one interaction with teachers and that returning parents saw no need to go to each classroom. Ms. Wolgast said Link Crew held a voter registration day today and there were quite a few students who registered . The college fair will be held Sept. 30.

Mrs. McBride encouraged the students to stay as long as they were able to, but let them know they could leave whenever they needed to.

7. CONSENT AGENDA ITEMS FOR ROUTINE MATTERS (Reference appendices #7A-I)

- A. Report of bills audited and paid during August 2015
- B. Action pertaining to approval of a donation – Christopher Tanski Memorial Scholarship Fund
- C. Action pertaining to approval of an overnight field trip (Roth) – Washington, D.C. – May 11-13, 2016
- D. Action pertaining to approval of an overnight field trip (Burger) – Washington, D.C. – May 25-27, 2016
- E. Action pertaining to approval of CSE/CPSE recommendations
- F. Action pertaining to approval of Board of Education meeting minutes – 9/8/15
- G. Action pertaining to acceptance of change order #GC-039 – Allied Builders, Inc. – CIP 2011 Phase 3 – Sperry - \$1,776
- H. Action pertaining to acceptance of change order #GC-040 – Allied Builders, Inc. – CIP 2011 Phase 3 – Sperry - \$3,216
- I. Action pertaining to approval of a donation – Sherman PTA (author visit)

**MOTION PERTAINING TO ACCEPTANCE
OF CONSENT AGENDA ITEMS #7A-I**

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

8. PERSONNEL ACTIONS (Reference appendix #8A)

- A. Action pertaining to approval of personnel actions

**MOTION PERTAINING TO APPROVAL
OF PERSONNEL ACTIONS**

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

9. WORKSHOP: STUDENT RECOGNITION (Reference appendices #9A-B)

A. Top 10 Percent of Graduating Class

Dr. Graham provided background information regarding calculations for the top 10 percent of the graduating class and said this discussion had been tabled to the fall. He said the topic derived from a student who felt the weighted GPA should be used versus the unweighted GPA (currently used). Discussion ensued. The recommendation was made to use both methods and select the top 10 percent. Dr. Graham said if it is approved, it will be monitored as the district does not want to use the top 20 percent. He also said the decision needs to be made now as the designation is determined soon. Mrs. McBride asked the students for their thoughts and both agreed that the weighted GPA should be used.

**MOTION TO USE WEIGHTED AND UNWEIGHTED
GPAs TO DETERMINE THE TOP 10 PERCENT
OF THE GRADUATING CLASS**

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

B. Music Student Recognition

Dr. Graham spoke about the number of students in attendance for this recognition and the number unable to attend due to other commitments. Mrs. Watts, music and visual arts director, was in attendance. Dr. Graham said he and Mrs. Watts thought it a good strategy to separate the music recognition from the board meeting - hold it at the Senior High School and at a time when more students were able to attend. Dr. Graham suggested scheduling a separate recognition prior to the first board meeting in May, which would be May 10, 2016, this year. It would be a one-hour program with a 30-minute reception (punch/cookies). This would allow the district to broaden the criteria to include the Senior High Area All-State participants. This change would be less burdensome on board members and more importantly, a better framework and timeframe. Mrs. Watts will be in charge of the reception. Mrs. McBride said she was with music parents last night and asked them for their input. She said they were very excited to have a specific date set for recognizing music students.

**MOTION TO MAKE THE BOARD RECOGNITION FOR MUSIC
STUDENTS A SEPARATE RECOGNITION HELD EACH YEAR
AT THE SENIOR HIGH SCHOOL PRIOR TO THE FIRST
BOARD MEETING IN MAY**

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

10. DISTRICT POLICY QUARTERLY REVIEW (Reference appendix #10A)

- A. Board members will review School District Organization Policies 0000-0350 and Community Relations Policies 1000-1500

School District Organization Policies 0000-0350 and Community Relations Policies 1000-1500 were reviewed.

- No changes were made to: 0001, 0100, 0310, 1131, 1150, 1221-R, 1240-R, and 1400.
- Minor changes will be made to: 0350, 1000, 1050, 1050.2, 1100, 1130, 1221, 1240, 1500, 1500-R, 1500-E.1, and 1500-E.2.
- The following policies will go to Policy Committee: 0102, 0102-R, 0150, 0150-R, 0150-E.1, 0150-E.2, 0150-E.3, 0160 (add 5303), 0160-R, 0160-E.1, 0160-E.2, 0160-E.3, 0330, 0340, 1110, 1110-R.1, 1110-R.2, 1110-E.1, 1110-E.2, 1110-E.3, 1120, 1120-R, 1120-E.1, 1120-E.2, 1230, 1420, and 1420-R.

11. DISTRICT RESERVE FUNDS (Reference appendix #11A)

A. Action pertaining to acceptance of the 2015-16 Reserve Plan

Mr. Whitmore said the district has traditionally been conservative in its financial planning. It lowered the amount of reserves, which are now less than half of what they were a couple of years ago. He explained that there are adequate reserves to protect the items for which reserves are for. Mr. Whitmore stated that the encumbrances and designated fund balance is monies that have already been spent (designated for use), they are not there for other uses. There were no questions.

**MOTION PERTAINING TO ACCEPTANCE
OF THE 2015-16 RESERVE PLAN
MOVED: Mrs. Smith
SECONDED: Mrs. Wickerham
MOTION CARRIED: 7-0**

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

A. Written: District Priorities – Plan of Work

Dr. Graham explained that this is background information and the board will have a chance to discuss each portion of the plan of work over the next four meetings. There were no questions.

B. Written: Incidental Teaching Report

Dr. Graham explained that it was board policy that board members be provided with this information. He said the Incidental Teaching Report is for teachers teaching a course without proper certification and there are no instances of this.

C. Oral Information

- Mission review – going through processes now. Should have feedback in October. Plan being executed as he said it would be. Program advisory committees begin next week. Everyone has been briefed on what's transpiring.
- NSBA Conference – A reminder that the board, Dr. Graham, Ms. Wilson, and Dr. McCue have committed to Labella for Sunday, Oct. 18. Also, contacted by Harris Beach to attend one of their events and Hunt has invited us to an event as well.
- The MCSBA Communications Outreach Advisory Committee Dr. Graham sits on has adopted a letter encouraging our legislators to reauthorize the federal Elementary and Secondary Education Act (ESEA). The letter will be sent to board members for review. The board president should receive it in approximately two weeks. Dr. Graham needs guidance on how to follow-up.
- Transportation – Dr. Graham has received a noticeable number of comments regarding kindergarten transportation this year. As he's been investigating, there has been somewhat of a pattern. He explained. He said the district cannot be responsible for students until they get on the bus and feels current literature/policy is not specific to back this up. He feels that the district needs to look at the transportation policies the next time around. The board decided that further discussion was needed. Dr. Graham will put further documentation together. He asked board members to think about what their commitment to safety is. Mrs. Smith asked why it's more of an issue this year than in the past. Dr. Graham said there are two sides – convenience and safety. He is talking about kindergartners only. Transportation will tell you it really isn't any different than in past years. However, he has had three issues that have reached him and gotten his attention and

cause for concern that there's something else going on. This topic will be added to a future agenda.

13. OLD BUSINESS (Reference appendix #13A)

A. NSBA Conference Attendance – April 9-11, 2016

Mrs. McBride explained that there is money for five people to attend the conference if they all drive. Currently, Mr. Cook, Mr. McCormick, Mr. Bower, Mrs. McBride, and Mrs. Smith are interested in attending.

B. NYSSBA Resolutions – Tally Sheet and Questions

Mrs. McBride asked board members to turn their tally sheets in to Mrs. Wickerham. She asked if there were any questions or concerns. Discussion ensued. Mrs. Wickerham said the area II meeting will be held Oct. 3.

14. NEW BUSINESS (Reference appendices #14A-C)

A. Action pertaining to acceptance of the BOE goals for 2015-16

**MOTION PERTAINING TO ACCEPTANCE
OF THE BOE GOALS FOR 2015-16**

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

B. Action pertaining to acceptance of the BOE workshops for 2015-16

**MOTION PERTAINING TO ACCEPTANCE
OF THE BOE WORKSHOPS FOR 2015-16**

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

C. Action pertaining to acceptance of the BOE Henrietta Post columns for 2015-16

**MOTION PERTAINING TO ACCEPTANCE
OF THE BOE HENRIETTA POST
COLUMNS FOR 2015-16**

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

15. BOARD MEMBER REPORTS

A. MCSBA Legislative Committee (Sept. 9)

Mr. Cook and Dr. Graham attended. Mr. Cook said the key discussion was regarding the top three issues to concentrate on for the year. The winners were APPR, tax cap funding issues, and common core opt outs. Mrs. Wickerham asked Mr. Cook to please forward the minutes to all board members. The committee will be discussing how often lobbying should take place. They also plan to continue to reach out to elected officials.

B. GVSBI (Sept. 15)

Mrs. Smith reported that the schedule is set for the year. There will be a workshop for transportation (Oct. 24), parent educators (Nov. 18), office personnel (March 18), and food service (March 17). She said the institute has been contracted to do trainings at East High School. It has done several rounds already and they have been well received. GVSBI is looking at additional workshop topics for board member training.

C. MCSBA Information Exchange Committee (Sept. 16)

Mr. McCormick reported that the committee discussed non speakers of English and how to get them in the schools. This includes bringing them into the school and making sure we have proper language for the home communications. Our district appears to be in quite good shape. Mrs. McBride reminded Mr. McCormick to please forward meeting minutes to all board members.

Mrs. McBride reminded board members of the upcoming school visit to Burger Middle School. Mr. McCormick is the liaison. Mrs. McBride explained to the new board members how the visits work and said if they would like to observe for the first time, to please let her know.

Mrs. Smith asked when the board would discuss BoardDocs Pro. This will be added to the next agenda.

16. CLOSING OF MEETING

A. Board Meeting Recap

- A decision will need to be made regarding BoardDocs Pro.
- The following policies are being sent to Policy Committee: 0102, 0102-R, 0150, 0150-R, 0150-E.1, 0150-E.2, 0150-E.3, 0160 (add 5303), 0160-R, 0160-E.1, 0160-E.2, 0160-E.3, 0330, 0340, 1110, 1110-R.1, 1110-R.2, 1110-E.1, 1110-E.2, 1110-E.3, 1120, 1120-R, 1120-E.1, 1120-E.2, 1230, 1420, and 1420-R.
- There will be a workshop on kindergarten transportation status and options.
- NSBA Conference – If you're planning to attend, get the requested information to Mrs. Flanigan by Friday, Oct. 23.
- School board visit to Burger Middle School – 8 a.m. Wednesday, Sept. 30

B. Adjournment

MOTION TO ADJOURN THE MEETING AT 8:48 P.M.
MOVED: Mr. McCormick
SECONDED: Mrs. Smith
MOTION CARRIED: 7-0

C. Next Board of Education Meeting

The next Board of Education meeting is scheduled for 7 p.m. Tuesday, October 13, 2015.

Respectfully submitted,

Karen A. Flanigan
School District Clerk
Board Approved: October 13, 2015