



Tuesday, October 27, 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

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

Absent: Mrs. Phyllis P. Wickerham, Board member

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, October 27, 2015, in the Dee Strickland Conference Room at the John W. Parker Administration Building, 2034 Lehigh Station Road, Henrietta, NY 14467.

2. 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 p.m. The Pledge of Allegiance was recited and introductions were done. Mrs. McBride noted that Mrs. Wickerham was absent due to a family commitment. There were no changes to the agenda and no announcements.

3. BOARD RECOGNITION

Dr. Graham read the below proclamation from Governor Cuomo in honor of School Board Recognition Week, October 26-30, 2015. Each board member was recognized with a small token of appreciation and thanked for their many hours of volunteer service to the district.

Whereas, each year, School Board Recognition Week is observed by the more than 700 school boards in school districts throughout the Empire State; and

Whereas, the men and women serving as members of school boards are dedicated to children, learning, and community, and devote many hours of service to elementary and secondary public education as they continually strive for improvement, excellence, and progress in education; and

Whereas, the members of New York's local school boards respond to the educational needs of the communities they serve and, in doing so, these leaders help strengthen our state's educational system and improve future prospects for our children; and

Whereas, during October 26-30, 2015, special activities and programs will be held in communities across New York State in observance of School Board Recognition Week and it is fitting to join in acknowledging the commitment and contributions of members of local school boards;

Now, Therefore, I, Andrew M. Cuomo, Governor of the State of New York, do hereby proclaim October 26-30, 2015 as **SCHOOL BOARD RECOGNITION WEEK** in the Empire State.

Given under my hand and the Privy Seal of the State
at the Capitol in the City of Albany this twenty-fifth
day of August in the year two thousand fifteen.

Andrew Cuomo
Governor

Mrs. McBride also recognized Mr. Cook and Mr. McCormick for receiving certificates for their MCSBA 6-hour mandatory board governance training.

4. BOARD MEMBER REPORT FROM STUDENT REPRESENTATIVE(S)

John Brophy, junior student representative, reported on the following: there are a lot of fundraisers currently taking place, the senior lounge opened, the student council survey was completed, a concept from the Gay Straight Alliance regarding the creation of a unisex bathroom was discussed (to go along with sensitivity training), a diversity awareness project to recognize the diversity of our school district, changing vending machine options, and creating a course selection committee.

5. PUBLIC FORUM

A. Audience members may address the Board of Education regarding items of interest not on the agenda

One person signed up to speak. There were many others in attendance to support him.

Travis Anderson, 31 Charleswood Drive, Pittsford, NY 14534

Speaking as an employee of the district.

Mr. Anderson thanked the board for the opportunity to speak. He said he is a proud community member and the co-president of the Rush-Henrietta Employees' Association, Administrative Support Professionals Chapter, and speaking on behalf of the entire coalition (administrative support professionals, bus drivers, and paraprofessionals). He thanked board members for their service on behalf of everyone in attendance tonight. He appreciates the time and effort they put into making this a great school district. He said he is here to explain who is involved when he talks about the coalition. They include many R-H grads and residents who take great pride in their work. He referenced the district's Digital Learning Day and the many key roles coalition members played in the development of this day. He shared examples of things done by coalition members to make this day such a success and said they were only a few examples of how they contributed to a great event that is still being talked about. He ended by saying that the coalition still believes a fair agreement is in reach.

Anna Markowitz – Paraprofessional at Leary Elementary School

Ms. Markowitz asked to say a few words. She said she believes green and yellow. She works with wonderful children in the district and many of the challenging. She mainly wanted to put a human face with a name.

6. EXTERNAL AUDITOR – ANNUAL REPORT (Reference appendices #6A-B)

A. Annual Report Provided by Raymond F. Wager, CPA, P.C.

Mr. Wager was in attendance to review the annual report. He provided a few comments about the audit process and said everything went very well this year. Overall, the financial condition of the district is very good. The district was able to fund its capital project and due to long-term planning, state aid will start to come in from some of our expenditures. He said the district's long-range planning is excellent and the district continues to be in excellent financial shape. "Great vision, great planning." He said there are other districts seeing hardships. Mrs. Smith explained that the Finance & Audit Committee had met with Mr. Wager on Friday, Oct. 23, and had gone into more detail. There were no glaring questions.

B. Audit Corrective Action Plan

There were no questions.

C. Action pertaining to acceptance of the external auditor's "Basic Financial Statements for Year Ended June 30, 2015," the Letter of Communication, and the "Communicating Internal Control Related Matters Identified in an Audit for Year Ended June 30, 2015," prepared by Raymond F. Wager, CPA, P.C. (This item was moved from consent agenda, #7A.)

MOTION PERTAINING TO ACCEPTANCE OF THE EXTERNAL AUDITOR'S "BASIC FINANCIAL STATEMENTS FOR YEAR ENDED JUNE 30, 2015," THE LETTER OF COMMUNICATION, AND THE "COMMUNICATING INTERNAL CONTROL RELATED MATTERS IDENTIFIED IN AN AUDIT FOR YEAR ENDED JUNE 30, 2015," PREPARED BY RAYMOND F. WAGER, CPA, P.C.

MOVED: Mr. Bower

SECONDED: Mr. McCormick

MOTION CARRIED: 6-0

D. Action pertaining to acceptance of the Rush-Henrietta Central School District Audit Corrective Action Plan for Year Ended June 30, 2015 (This item was moved from consent agenda, #7B.)

MOTION PERTAINING TO ACCEPTANCE OF THE RUSH-HENRIETTA CENTRAL SCHOOL DISTRICT AUDIT CORRECTIVE ACTION PLAN FOR YEAR ENDED JUNE 30, 2015

MOVED: Mrs. Smith

SECONDED: Mr. Cook

MOTION CARRIED: 6-0

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

A. Action pertaining to acceptance of the external auditor's "Basic Financial Statements for Year Ended June 30, 2015," the Letter of Communication, and the "Communicating Internal Control Related Matters Identified in an Audit for Year Ended June 30, 2015," prepared by Raymond F. Wager, CPA, P.C. (This item was moved to External Auditor–Annual Report, #6C.)

B. Action pertaining to acceptance of the Rush-Henrietta Central School District Audit Corrective Action Plan for Year Ended June 30, 2015 (This item was moved to External Auditor–Annual Report, #6D.)

C. Action pertaining to approval of CSE/CPSE recommendations

D. Action pertaining to acceptance of Finance & Audit Committee meeting minutes – 10/23/15

E. Action pertaining to approval to participate in BOCES Cooperative Bids

F. Action pertaining to payment of a refund of taxes in the town of Henrietta due to an Order and Judgment with Stipulation of Settlement, which resulted in an assessment reduction

G. Action pertaining to acceptance of the standardization of district building fire alarm systems

**MOTION PERTAINING TO ACCEPTANCE
OF CONSENT AGENDA ITEMS #7C-G
MOVED: Mrs. Chaudari
SECONDED: Mr. Bower
MOTION CARRIED: 6-0**

8. PERSONNEL ACTIONS (Reference appendix #8A)

- A. Action pertaining to approval of personnel actions

**MOTION PERTAINING TO APPROVAL
OF PERSONNEL ACTIONS
MOVED: Mr. McCormick
SECONDED: Mrs. Smith
MOTION CARRIED: 6-0**

9. WORKSHOP: COURSE DESCRIPTIONS BOOK (Reference appendix #9A)

- A. **Action pertaining to approval of the 2016-17 Rush-Henrietta High School “Course Descriptions” book**

Ms. Wilson introduced Tim Shafer, Academic Services director, who worked in collaboration with her on the *Course Descriptions Book*. She provided an overview, said there were no major changes, and the new courses approved earlier in the year will be incorporated in the next book. This year, it was a pretty smooth process. Mr. Shafer said they are always looking at opportunities to have students find rich, rigorous course work. So, this spring a focus group will be put together that he will chair. Ms. Wilson said this is the last book for the school configuration as it currently is. The entire secondary school program (7-12) will be incorporated in next year’s book. Mr. Cook noted an incorrect date.

**MOTION PERTAINING TO APPROVAL OF THE
2016-17 RUSH-HENRIETTA HIGH SCHOOL
“COURSE DESCRIPTIONS” BOOK
MOVED: Mrs. Chaudari
SECONDED: Mr. Bower
MOTION CARRIED: 6-0**

10. WORKSHOP: COMMON CORE LEARNING STANDARDS AND ASSESSMENTS (Part I)
(Reference appendix #10A)

- A. **Developing a Plan**

Dr. Graham provided some background information and a historical review of where we’ve been and where we are. He said very few people are against common core, but more so the APPR component (evaluation) of it. There are a number of issues with three at the forefront – (1) learning standards themselves, (2) assessments (criticisms - developmental appropriateness, too long, too many errors, poor test results), and (3) APPR. He believes the district has not done a good enough job of educating its parents. The district never took a step to encourage parents to contact legislative representatives and asked them to take some corrective action. He asked if the board would like the district to take this next step – to try to discourage people to protest by opting out, which hurts the district short and long term, but to give them a productive path to take. He asked for guidance and provided some options. Discussion ensued. Karen Tambasco, a graduate/employee of the district and long-time resident, shared a story about how the evaluation process affected her family. A decision was made for Dr. Graham to work with the administrative staff to draft two letters for parents regarding common core.

11. WORKSHOP: DISTRICT PRIORITIES – STUDENT CHARACTER (Reference appendix #11A)

- A. **District Priorities – Student Character Plan of Work**

Ms. Anselme provided a brief overview and introduced Mr. Chris Barker, Student Management director, who would be presenting the workshop. Mr. Barker talked about PBIS and digital citizenship. He said there are nine elements of digital citizenship – access, communication, digital literacy, security & safety, etiquette, rights & responsibilities, law, health & wellness, and commerce. He explained what is taking place in each of the district schools around digital citizenship and provided many examples. He also reiterated that PBIS work is still continuing and not stopping. Mr. Barker reported that each elementary school has something that is tied in to transportation. He said the common denominator amongst schools is teaching lessons and tying in the use of digital citizenship. All schools have systems tied to the matrix and every school has a 10-month plan.

12. SUPERINTENDENT’S REPORT (Reference appendices #12A-D)

A. Written: Student Enrollment Summary (BEDS)

Dr. Graham said this was the official counting of enrollment. The student count is up 132 from last year and the district will have to keep an eye on this trend. He also wanted to call attention to the fact that the 132 increase was at the elementary level. There were no questions on the overall enrollment.

B. Written: Out-of-District Placements Report

Dr. Graham asked the board to pay attention to line 5 – Special School & BOCES (district controls). All the rest are parent choices. There were no questions.

C. Written: Class Sizes – Annual Report

Dr. Graham explained that even with the student transition cap of 22, the district didn’t come anywhere near that number. A question was asked about additional resources being provided. Dr. Graham explained.

D. Written: School Report Cards – School Accountability Status Report

Dr. McCue said he was pleased to report that the district did have some notable improvements. He explained. He said the entire district is in good standing for 2015-16. There is a lot of work being done in sub groups, especially with the students with disabilities. The district is making sure they get the help they need by providing early intervention. Overall, it was a good report.

E. Oral: School Reconfiguration – Status Report

- Dr. Graham reported that there was quite a bit of behind the scenes activity. Each group has completed the first phase of their task and some of the feedback that’s been received has been edited.
- The second meeting is in November where the focus will be on school schedules. This should be fairly straightforward at the elementary level, but may be controversial at secondary, particularly the junior high level.
- Ms. Anselme is working with the town on a wraparound childcare program.
- A plan is being developed to transition Vollmer programs to Good Shepherd.
- Dr. Graham has been asked by parent groups to facilitate a committee of parent group members to help them with their financial concerns. He will begin meeting with them in December.
- The SED architectural review will happen soon. Mechanical review might not happen for a while as there is not enough SED staff available for it to be performed. This may delay the project for three months beyond our date, but no need to panic right now. The state has authorized the money, but at the state pay levels, there’s trouble recruiting.

F. Oral: School Improvement Plans – Posting Notice

School administrators are involved in drafting school improvement plans. The first review will be completed this week. The first drafts are already posted.

G. Oral: Miscellaneous

There were no miscellaneous oral information items.

13. NEW BUSINESS (Reference appendices #13A-B)

A. Board Budget Quarterly Report

There were no questions.

B. Elmer Gordon Scholarship – Application and Timeline Drafts

Mrs. McBride provided background info for the two new board members. Board members were fine with the application and timeline. Mrs. Flanigan will coordinate with the College & Career Center.

14. BOARD MEMBER REPORTS

A. MCSBA Information Exchange Committee (Oct. 14)

Mr. McCormick reported that the committee reviewed Irondequoit's budget process. They start with the candidates first. There's a lot of work done with newly elected board members. They went through their entire list of what they do. One thing he found interesting was a program where they show state aid and how reserves are affected. Mr. Whitmore also was in attendance.

B. MCSBA Executive Committee (Oct. 14)

Mrs. McBride and Dr. Graham attended. Mrs. McBride said there was quite a bit of information, but the bulk of the meeting was regarding Monroe County's public education effort and the promotion of it throughout the county. She said there were a lot of new people in attendance.

C. NYSSBA Convention Recap (Oct. 18-20)

This item was moved to the last item of this agenda topic.

D. MCSBA Labor Relations Committee (Oct. 21)

Mr. Bower said it was a good meeting. It was on the Teacher Retirement System (TRS) and Employee Retirement System (ERS). As soon as he receives the PowerPoint presentation, he will forward it. He said it looks like with the investment strategy they have we shouldn't expect any spikes in our contributions in the foreseeable future.

E. Space Committee (Oct. 22)

Mrs. Smith said the committee reviewed the BEDS data and material we just talked about, including background information and numbers. Karen Milburn, Information Technology Services director, is looking more in depth into where the 132 additional students came from this year as it is something we need to keep an eye on.

Mrs. McBride thanked Mrs. Chaudari for covering the Multicultural Parent Advisory Council (MPAC) meeting for her. Mrs. Chaudari said it was a good meeting.

C. NYSSBA Convention Recap (Oct. 18-20)

Board members, Dr. Graham, Dr. McCue, and Ms. Wilson reported on the convention and the sessions they attended.

- Mrs. Chaudari – Attended a session about a Penfield school where all students get intervention in an effort to help them grow. They said we need to be the cheerleader for our students because if we don't, no one will. Also, parents need to be invested and know how well we're doing.
- Mr. Cook – Attended an interesting session by Robert Freeman, NYS Committee on Open Government. He said how uninformed many districts are in respect to open government. There were a lot of questions about what boards can do on e-mail and outside of meetings and that reality is, it's really unregulated. As long as you're not taking a vote, there really isn't a problem. There was concern that the e-mails are public records.
- Mr. McCormick – Attended a session regarding race and gender gap and found it interesting to see how a simple question (male v. female) could affect a test. He also spoke about a presentation by Richard Ognibene of the Fairport CSD, who talked about keeping humanity in the classroom.
- Mrs. Smith – She attended one of the same sessions as Mr. McCormick regarding the importance of soft skills and how they can affect student achievement data. Student feedback is a reliable measure for teacher assessment. Test scores are impacted by classroom management (seven C's – caring, conferring, captivating students, clarifying, consolidating, challenge and encouraging, and classroom management. She attended two sessions by Harvard professor Ronald Ferguson, Co-Director of the Achievement Gap Project. One thing their research has shown is that students will claim to be not trying when they really are, because they don't want to admit they are struggling. She is impressed by the research coming out of Harvard.
- Mr. Bower – Attended a session where they said it's better to be perceived as lazy than stupid. The Teens, Technology, and Suicide session was pretty interesting. Typically does not lead to suicide. Bullies are more apt to commit suicide. He shared a statistic on the percent of teens using

cell phones now and said the number is more than 90 percent. He also said the Collective Bargaining session was very good.

- Mrs. McBride – She thought the Law Conference was pretty good. She was the delegate for the district and shared some thoughts about the process, including that the group lost the quorum to vote toward the end of the resolutions. She attended a session that included measuring what we value (look at a portfolio of information) – engaging, empowering, and educating; and putting faces on data (learning vs. judging). She liked the questions they used on their parent and student surveys as they were more drilled down and specific. Another session was about leading a transformation of change/technology and making change and possible IT roadblocks. She also mentioned that a lot of students have not had a keyboarding class.
- Dr. Graham – Also attended the Teens, Technology, and Suicide session. He said Meryll Tisch, Chancellor of the NYS Board of Regents, spoke about standardized testing from the state education perspective. He thought the commissioner’s forum was very helpful. He also reported on a presentation by Dr. Charles Morgan, a resident of Rochester, NY, who talked about combating heroine and opiates. He made the point that alcoholism is still the most prominent addiction we have to face, but that schools need to be on the lookout for heroine.
- Dr. McCue – Attended a session regarding negotiation that was very informative and interesting.
- Ms. Wilson – Attended a session regarding a school in West Seneca using a lot of Teachscape data. They talked about using an observation cycle and going very visual with teachers. She said it contained a lot of confirming things of stuff our district is already doing.

15. CLOSING OF MEETING

A. Board Meeting Recap

- Dr. Graham to work with the administrative staff to draft two letters for parents regarding common core.
- Karen Milburn will be digging into the district’s enrollment data to determine the reason behind the student increase of 132 at the elementary level.
- School Board Visit – Wednesday, Nov. 4 – Roth Middle School

B. Adjournment

MOTION TO ADJOURN THE MEETING AT 9:40 P.M.

MOVED: Mr. Bower

SECONDED: Mrs. Smith

MOTION CARRIED: 6-0

C. Next Board of Education Meeting

The next Board of Education meeting is scheduled for 7 p.m. Tuesday, November 10, 2015.

Respectfully submitted,

Karen A. Flanigan
School District Clerk

Board Approved: November 10, 2015