



Tuesday, November 17, 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
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, November 17, 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. There were no changes to the agenda and no announcements. Mrs. McBride asked for a moment of silence for the people of Paris, France in light of the recent terrorist attacks.

3. BOARD MEMBER REPORT FROM STUDENT REPRESENTATIVE(S)

The student representatives were not in attendance.

4. PUBLIC FORUM

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

Two people signed up to speak. There were many others in attendance to support them.

Sheila Sullivan Buck, 2071 Harris Road, Penfield, NY 14526

She is speaking as an employee of the district and union member (president of the RHEA Teachers' Chapter).

Ms. Buck explained that today is School Related Professionals (SRP) Day. She said the teachers wanted to let coalition members know how important they are to the success of school and students. She explained that SRP's are often the first line of contact for families, are the first to sit with troubled students, and the first to fix a problem. They are counted on to feed hungry children, get them to school safely, and provide a safe and clean environment for them to learn in. They fix broken doors, lights, and computers. They are people without whom teachers would not be successful. She asked the board to recognize them and support the work they do.

Molly McLaughlin, 316 Forgham Road, Rochester, NY 14616

She is speaking as an employee of the district and co-president of the Rush-Henrietta Employees' Association, Administrative Support Professionals Chapter.

Ms. McLaughlin said she has been a proud employee of the district since 1989 and co-president of the ASP Chapter for the majority of these years. She came to the district 25 years ago because her family needed health insurance. Her goal, to always do her best. She said Rush-Henrietta remains a great place to work today and in the future. She explained that the coalition understands they need to pay for part of their health insurance, but there are three things that need to be overcome (1) the salary cap – they ask that the salary cap be eliminated before asking the coalition to pay for part of their health insurance, (2) salaries themselves – have to consider the need for salaries to pay for more than just health care, and (3) high deductible health plan the district offered – this could be detrimental for some members. She provided an example of a recent unexpected hospital stay that she had and the cost of medication alone for the treatment she needed. Ms. McLaughlin said neighbors and family she's spoken with worry about needing to go to the doctor as they can't afford the fee or any testing. She asked the board to continue to value all employees and recognize the contribution of all coalition members. In return, the coalition will continue to be hardworking, dedicated employees who will do the unsung work to keep the district running smoothly.

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

- A. Action pertaining to approval of a donation – Hamilton music stand
- B. Action pertaining to approval of CSE/CPSE recommendations
- C. Action pertaining to approval of Board of Education meeting minutes – 11/10/15

**MOTION PERTAINING TO ACCEPTANCE
OF CONSENT AGENDA ITEMS #5A-C**

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

6. PERSONNEL ACTIONS (Reference appendix #6A)

- 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**

7. WORKSHOP: UNDERSTANDING FINANCIAL REPORTS (Reference appendix #7A)

A. Understanding Financial Reports

Mr. Whitmore presented the workshop, which is to focus on the board's fiscal responsibility. The goal is to ensure that district expenditures do not exceed the school budget. He talked about the reports required by law – Budget Status Report, Revenue Status Report, Cash Report, and Bank

Reconciliation Statement; some miscellaneous reports – budget transfers, bills paid, and student state accounts; and provided a reserve overview. He said the district has to live within the budget, unless it's one of the authorized adjustments, and that legally, the district cannot have a negative budget. It's important to make sure the district does not overspend on line items. Discussion ensued regarding the Bills Paid report as Mrs. Smith does not feel it is very meaningful and contains the least useful information. Mr. Whitmore said this report is prepared strictly for the board and in the district's current financial position, believes the report is no longer needed. After further discussion a motion was made to no longer prepare this report.

**MOTION TO DISCONTINUE THE PRODUCTION AND
INCLUSION OF THE “BILLS PAID” FINANCIAL
REPORT FOR THE BOARD PACKET**

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

8. WORKSHOP: DISTRICT PRIORITIES – PROFESSIONAL EXCELLENCE (Reference appendix #8A)

A. District Priorities – Professional Excellence Plan of Work

Dr. Graham said this is the fourth of five workshops on the work being done to accomplish the school improvement goals designated by the board as district priorities. Dr. McCue, Assistant Superintendent for Human Resources and Strategic Initiatives, and Joanne Mattiucci, Director of Professional Development, presented the workshop. They reviewed the plans of work for accomplishing the board's three priorities for professional development: (1) technology integration, (2) data-driven instruction, and (3) instructional coaching and supervision.

The goal for technology integration is to move more teachers toward high levels of proficiency with technology. Examples were shared. Two elements were talked about in the data-driven instruction focus area – (1) continued work of progress monitoring and (2) leadership effectiveness. In an effort to gather data on how the teams are doing, Mrs. Mattiucci did some research and had the administrative team look at the data. She provided the feedback. She talked about training staff to be facilitators of progress monitoring teams and that teams should be teacher owned and driven. She said there are 120 teachers that have been trained.

Dr. McCue said the third area, instructional coaching, is a focus area every year. The goal is to always look to improve our work as administrators to evaluate and improve teachers. Mrs. Mattiucci talked about a way of shaping a conversation so teachers do more talking/thinking than the administrator. She said it's a way of coaching and not just evaluating. Dr. McCue said it's about how you can get better as a professional and learn from each other. Mrs. Mattiucci also stated that students need to own the process as well.

9. WORKSHOP: COMMON CORE LEARNING STANDARDS AND ASSESSMENTS (PART II) (Reference appendix #9A)

A. Common Core Learning Standards and Assessments (Part II)

Dr. Graham explained that one of the board's goals is to help parents develop a deeper understanding of common core standards and the impact on Rush-Henrietta students, as well as a better understanding of the Annual Professional Performance Review (APPR) – a state-governed process that determines the standards for these ratings and the process for assessing teachers' and leaders' effectiveness. He said he divided the parent initiative into three parts: (1) what are common core standards and how are they being implemented, (2) attention to state assessments, and (3) APPR (on hold until January). Dr. Graham and Ms. Wilson, Assistant Superintendent, Curriculum and Instruction, worked together in conjunction with the State Education Department (SED) website to devise what is being presented tonight. He shared his thoughts with the District Parent Advisory Council (DPAC) and they suggested using a question/answer format. Dr. Graham said he is

envisioning a rollout over January, February, and March 2016. He shared his thoughts for doing so. Mr. Cook suggested using a brief preface as to why the district is doing this/where this is stemming from. The object is to try to help people understand that this is not a new procedure, but that it's been going on for decades. He explained some suggested changes and discussion ensued. Board members are fine with everything. Dr. Graham will share the preface with the board at its Dec. 8 meeting.

10. DISTRICT POLICIES, REGULATIONS, AND EXHIBITS (SECOND READ) (Reference appendix #10A)

- A. 0102-R, 0150, 0150-R, 0150-E.1, 0160, 0330, 0340, 1120-R, 1120-E.1, 1120-E.2, 1230, 1420, 1420-R**
Due to concerns voiced by the school attorney after the first read, Policy 1230 will be pulled and sent to Policy Committee for further review. There were no changes to the remaining second read of the district policies, regulations, and exhibits.

**ACTION PERTAINING TO APPROVAL OF DISTRICT
POLICIES, REGULATIONS, AND EXHIBITS
(SECOND READ), MINUS POLICY 1230,
WHICH WILL BE SENT TO POLICY
COMMITTEE FOR FURTHER REVIEW**

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

11. SUPERINTENDENT'S REPORT

A. Oral: School Reconfiguration – Status Report

- Dr. Graham mentioned there being some dialog suggesting a willingness for schools to underwrite some of the cost involved in the “Girls on the Run” program. Dr. Graham explained that it is basically a running club to build self-esteem, is not a district-sponsored program, and the school district would not be underwriting any of its costs. If a staff member is interested in coordinating, he/she cannot walk into classrooms to recruit. Everything has to be on his/her own.
- Dr. Graham provided a brief update on the school reconfiguration, including some controversial affect topics (schedule at the high school, integration of NGA into the Junior High) that have arisen as the district enters its third month of the reconfiguration. He said there are some technical things, but nothing substantive. He believes board members may be sought out at the 4-6 level regarding teaching models. For start-up purposes, whatever is decided needs to be incorporated at all schools in an effort to level the playing field. Ms. Wilson said she is very well aware of this and wants to make sure teachers are given the support they need for the 2017 implementation.

12. BOARD MEMBER REPORTS

A. Space Committee (Nov. 12)

Mrs. Wickerham attended. She reported that the committee talked about current attendance areas (a couple small tweaks may have to be made), enrollment projects, community projects (a few developments), and classroom space. There were some concerns about running out of space five years out. Dr. Graham said there is no point in building space until you know you need it. Mrs. Wickerham said there was good conversation and a couple of new faces.

B. Budget Advisory Council (Nov. 16)

Mrs. Smith attended. She said the meeting was basically a repeat of what was done at the last board meeting, as well as the plan of work for the council. She said this was the opening meeting and the turnout was good. Dr. Graham said there were a lot of new faces.

13. CLOSING OF MEETING

A. Board Meeting Recap

- Dr. Graham will work on the preface letter for the common core learning standards and assessments and include it in the December 8 board packet.
- Ninth Grade Academy School visit – 8 a.m. Wednesday, December 2, 2015

- The next policy quarterly review will be on the December 8 board agenda.
- Mrs. McBride wished everyone a Happy Thanksgiving and safe travels.

B. Adjournment

MOTION TO ADJOURN THE MEETING AT 8:40 P.M.

MOVED: Mr. Bower

SECONDED: Mr. McCormick

MOTION CARRIED: 7-0

C. Next Board of Education Meeting

The next Board of Education meeting is scheduled for 6 p.m. Tuesday, December 1, 2015 (Program & Service Review).

Respectfully submitted,

Karen A. Flanigan
School District Clerk

Board Approved: December 8, 2015