

Rush-Henrietta Central School District
District No. 1 of the Towns of Rush, Henrietta, Pittsford, and Brighton

Board of Education

Susan E. Banker
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Pamela J. Reinhardt
Vice President

J. Kenneth Graham Jr., Ph.D.
Superintendent of Schools

Karen A. Flanigan
School District Clerk

Robert C. Bower
Jean M. Chaudari
Diane E. McBride
Sue A. Smith
Phyllis P. Wickerham

**Board of Education Meeting
Rush-Henrietta Central School District
Ninth Grade Academy
Diana “Dee” Strickland Conference Room
January 10, 2012
MINUTES**

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:

Mrs. Nerlande Anselme, Executive Director, Student and Family Services
Mrs. Denise Anthony, Assistant Superintendent, Quality Assurance and Community Relations
Mr. Stephen Barbeau, Assistant Superintendent, Human Resources and School Operations
Mr. George DesMarteau, School Attorney
Dr. J. Kenneth Graham Jr., Superintendent of Schools
Mr. Andrew Whitmore, Executive Director, School Finance
Mrs. Dina Wilson, Assistant Superintendent, Curriculum and Instruction

I. Call to Order

Mrs. Banker called the meeting to order at 6:30 p.m.

Call to Order

II. Executive Session for Personnel Matters

Executive Session

**MOTION TO ENTER EXECUTIVE SESSION AT
6:30 P.M. FOR PERSONNEL MATTERS**

**MOVED: Mrs. Wickerham
SECONDED: Mrs. McBride
MOTION CARRIED: 6-0
Mr. Bower arrived at 6:38 p.m.**

MOTION TO EXIT EXECUTIVE SESSION AT 7:17 P.M.

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

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

Reconvene Meeting

Mrs. Banker reconvened the meeting at 7:20 p.m. The Pledge of Allegiance was recited and introductions done. The agenda was revised to reflect the addition of an executive session for personnel matters following the board meeting recap. Also, Mrs. Wickerham asked to add a parent response discussion under new business (item #11D) in regard to a note she received from a parent group leader referencing an article on the distribution of state funds. There were no announcements.

2. Board Member Report from Student Representative(s)

Luke Sorber reported that DECA (Distributive Education Clubs of America), which is a business and marketing club, sent 20 students to the regional competition at Monroe Community College. He said there were 12 students going on to the state competition in mid March at the Rochester Riverside Convention Center. He also was pleased to report that the holiday concerts were well attended, especially the R-H Singers' concert (standing room only) and said it was good to see all of the support for the music program.

Student Representative(s)

3. Public Forum

Francesca Roselli, 175 Tumbleweed Drive, Pittsford, NY 14534
Giacomo Vanara, 239 Norman Road, Rochester, NY 14623

As part of their efforts to gain acceptance into an American college, Ms. Roselli and Mr. Vanara, exchange students from Italy, are appealing for an exception to a board policy so that they may receive their high school diploma from Rush-Henrietta. They have reviewed eligibility requirements with their counselors, have GPAs above a 3.5, and are planning to take the regents exams in January and at the end of the year. Ms. Roselli also is planning to take the SAT. They said they have been trying to get information on the process for four months. They know it will not be easy, but are working hard and positive they can accomplish all requirements in order to get their diplomas. Dr. Graham explained that receiving a diploma is not part of the exchange program rules, but said he understands the students' request. He asked Mrs. Anselme to meet with Katie Mason, coordinator of instructional support services, and follow-up with the students by Friday, Jan. 13.

Public Forum

4. Consent Agenda Items for Routine Matters (Reference Appendices #4A-N)

- A. Report of bills audited and paid during December 2011
- B. Action pertaining to acceptance of the November treasurer's report and December budget transfers
- C. Action pertaining to the award of bids:
 - 1. Cooperative building supplies
 - 2. Custodial polyliners and paper supplies
 - 3. Xerographic paper
 - 4. Offset paper
- D. Action pertaining to acceptance of the following change order:
 - 1. GC-005 – Steve General Contractor, Inc., WHEB, \$739.00
- E. Action pertaining to approval of a donation
- F. Action pertaining to approval of a donation
- G. Action pertaining to approval of a donation
- H. Action pertaining to approval of an overnight field trip
- I. Action pertaining to approval of an overnight field trip
- J. Action pertaining to acceptance of actual tuition rates for the 2010-2011 school year and estimated tuition rates for the 2011-2012 school year
- K. Action pertaining to acceptance of a bid on the ARRA grant project – electrical work
- L. Action pertaining to payment of a refund of taxes in the town of Henrietta due to a Judgment and Order which resulted in an assessment reduction for Tracey Holdings, LLC for tax years 2010-11 and 2011-12 on tax account number 175.11-1-6
- M. Action pertaining to approval of CSE/CPSE recommendations
- N. Action pertaining to approval of minutes of the Board of Education meeting:
 - 1. Minutes of the meeting of December 13, 2011

Consent Agenda

MOTION PERTAINING TO ACCEPTANCE

OF CONSENT AGENDA ITEMS #4A-N

MOVED: Mrs. Wickerham

SECONDED: Mrs. McBride

MOTION CARRIED: 7-0

Dr. Graham provided an explanation of item #4F and said a workshop would take place at the next board meeting regarding the Stonewood Village Academic Outreach Program.

5. Action pertaining to approval of Personnel Actions (Reference Appendix #5)

Personnel
Actions

**MOTION PERTAINING TO APPROVAL
OF PERSONNEL ACTIONS**

MOVED: Mrs. Chaudari

SECONDED: Mrs. McBride

MOTION CARRIED: 7-0

6. District Policies, Regulations, and Exhibits (Reference Appendices #6A-N)

District Policies

Second Read:

- A. Exhibit 4526.1-E.3 – Instructional Software and Web-based Subscription Preview Process
- B. Exhibit 4526.1-E.4 – Preview of Instructional Software or Web-based Subscription (WBS) Form
- C. Exhibit 4526.1-E.5 – Acquisition of Instructional Software or Web-based Subscription (WBS) Form
- D. Policy 6100 – Annual Budget
- E. Policy 6110 – Budget Planning
- F. Regulation 6110-R – Budget Planning Regulation
- G. Policy 6610 – Reserve Funds and GASB 54 Fund Type Assignment
- H. Regulation 6610-R – Reserve Funds and GASB 54 Fund Type Assignment
- I. Policy 9125 – Financial Accountability: Allegations of Fraud
- J. Policy 9260- Tenure
- K. Regulation 9260-R – Tenure Regulation
- L. Policy 9310 – Employee Medical Examinations
- M. Policy 9700 – Staff Development
- N. Policy 9720 – Professional Research and Publishing

**MOTION PERTAINING TO APPROVAL OF DISTRICT
POLICIES, REGULATIONS, AND EXHIBITS #6A-N**

MOVED: Mr. Bower

SECONDED: Mrs. Smith

MOTION CARRIED: 7-0

7. Workshop – Food Service Changes – Status Report (Reference Appendix #7)

Workshop – Food
Service Changes

Dr. Graham provided some background information. He said increased participation is needed to raise revenue that can be used to offset the district's \$200,000 general fund contribution to this program and there was a concern with participation rates as new products were being phased in. Mr. Barbeau provided additional background information and then Geraldo Torres, food service director, presented a status report on his efforts to increase student participation in the school breakfast/lunch programs. He spoke of new dietary changes being implemented, current/proposed requirements for lunch, participation steadily going up, increased food costs, and the need for equipment replacement. Mrs. Banker asked if

there was an equipment replacement plan in place. Mr. Torres said there is currently not a cycle in place, but he is working on one. The big ticket items will be on the five-year capital plan. Mr. Barbeau said the problem with food service is there is no contingency budget for items that break. Dr. Graham said he was going to take \$100,000 from the general fund contribution of \$200,000 needed to keep the program operating smoothly, but decided not to because of equipment concerns. The board was in agreement.

The board took a break at 8:15 p.m. to sample some of food services' new products. The meeting resumed at 8:29 p.m.

8. Workshop – Space Committee Report (Reference Appendix #8)

Mrs. Anthony provided the Space Committee report. She said elementary class sizes would be able to continue and stated that changes were made last year to try to adjust overcrowding issues, but that some issues still remain due to growth on the west side. She said the newest subdivision, Greywood Meadows (section 76), is too large to move the entire section and the Space Committee's recommendation is to move the subdivision from Fyle to Sherman Elementary School. This move would keep the district stable through projections barring any large land sales. No action is needed at tonight's meeting. A resolution and updated exhibit will be brought to the next meeting for action.

**Workshop – Space
Committee Report**

9. Workshop – Budget Development (Reference Appendix #9)

Dr. Graham passed out an additional handout to be added behind item #9. He reviewed the current budget development document. He also commented on staffing reductions that are under consideration. He said these budget recommendations may change during the budget development process in response to changing assumptions about revenues and expenses, and stakeholder feedback. Dr. Graham was looking for guidance on an acceptable tax rate increase and budget reductions. He asked the board for its support or concern with the assumption that the community would be supportive of a tax rate not to exceed 1.9 percent. He said the Budget Advisory Council was supportive. The board was in agreement. Mrs. Banker asked Dr. Graham to send the unfunded/underfunded mandate sheet to Jody Siegle at the Monroe County School Boards Association. Mrs. Smith does not agree with the change to the claims auditor position and would like it taken off the list. She also would like to keep the retirement dinner. A decision on the dinner was not needed at the meeting. It will be added to the next agenda. Dr. Graham said Mr. Whitmore would run the budget workshop at the next meeting in his absence. Mrs. McBride asked if there were any other cuts from last year that we should be reviewing. Dr. Graham will bring the information to his next meeting. Mr. Barbeau provided an explanation of 403(b) providers v. preferred provider list. Mrs. Banker feels that limiting these funds should be done. Dr. Graham will move this to item IX – base budget reductions, of his budget report.

**Workshop – Budget
Development**

Due to time constraints, Mrs. Banker suggested all board member reports be forwarded via e-mail.

10. Superintendent's Report

A. Written Information (Reference Appendices #10A, 1-3)

1. District Priorities – Midyear Status Report
Dr. Graham asked the board to e-mail or call him with any questions or comments they may have.
2. Corporal Punishment Report
There were none to report.
3. Event Supervision Payments – 2nd Quarter

**Superintendent's
Report**

This was provided at the board's request.

B. Oral Information

1. APPR Status Report

Mr. Barbeau provided a chronology of events with a report on the current status.

2. School Quality Review – Roth Middle School

Dr. Graham stated that Mrs. Anthony has done a great job with this report. The report will be sent to Dan White, Monroe #1 BOCES, tomorrow and he will review and forward it to the State Education Department on the district's behalf. Dr. Graham and the board will need to sign off on the report.

11. New Business

A. Elmer Gordon Scholarship (Reference Appendix #11A)

The board decided to take out the number of awards and the amount of awards. The amount should now state – up to \$1,000.

B. Greece Board Retreat (Reference Appendix #11B)

Mrs. Banker, Mrs. McBride, and Dr. Graham will attend Greece's board retreat on Saturday to do a presentation on the operation of Rush-Henrietta's Board of Education.

C. Board Recognition Program

This agenda item was postponed until the Feb. 14 board meeting.

D. Budget Advocacy Inquiry/Response

Mrs. Wickerham will provide Dr. Graham with the budget advocacy information question she received. Dr. Graham will have an answer for her in two weeks.

Mrs. Anselme reminded everyone of the Martin Luther King Jr. presentation at Burger Middle School on Thursday.

12. Board Member Reports

A. MCSBA Steering Committee (Jan. 4)

B. MCSBA Board Presidents meeting (Jan. 4)

C. DPAC (Jan. 5)

D. BAC (Jan. 9)

Due to time constraints, board members will forward their committee reports electronically.

13. Board Meeting Recap

- Mrs. Anselme to follow-up with Mrs. Mason regarding the exchange students' request regarding Rush-Henrietta diplomas
- There will be a workshop on the Stonewood Village tutoring service at the next board meeting.
- A discussion regarding a board dinner vs. reception will take place at the Jan. 24 board meeting.
- The Board Recognition Program agenda item was tabled until the Feb. 14 board meeting.
- Roth School Quality Review report and action to be done at the next board meeting.
- Resolution for Instructional Space Committee recommendation and updated map on agenda for the Jan. 24 board meeting.
- NGA extended day discussion – Feb. 14 agenda

**MOTION TO ENTER EXECUTIVE SESSION AT
10:05 P.M. FOR PERSONNEL MATTERS**

New Business

Board Member Reports

Meeting Recap

Executive Session

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

MOTION TO EXIT EXECUTIVE SESSION AT 10:40 P.M.

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

14. Adjournment

Adjournment

MOTION TO ADJOURN THE MEETING AT 10:41 P.M.

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

Respectfully submitted,

Karen A. Flanigan
School District Clerk
Board Approved: January 24, 2012