

RUSH-HENRIETTA CENTRAL SCHOOL DISTRICT

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

Board of Education

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

Meeting Minutes For: JUNE 11, 2013

Transportation & Operations Center
1133 Lehigh Station Road
Henrietta, New York

J. Kenneth Graham Jr., Ph.D., Superintendent of Schools
Karen A. Flanigan, School District Clerk

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

The board met at 5:30 p.m. for its Tenure Recognition Ceremony.

I. Call to Order

Mrs. McBride called the meeting to order at 6:50 p.m.

II. Executive Session for Contract Negotiations Regarding the Superintendent's Contract, School Attorney Annual Evaluation/Contract, and the School District Clerk Annual Evaluation

**MOTION TO ENTER EXECUTIVE SESSION AT 6:50 P.M.
FOR CONTRACT NEGOTIATIONS REGARDING THE
SUPERINTENDENT'S CONTRACT, SCHOOL ATTORNEY
ANNUAL EVALUATION/CONTRACT, AND THE SCHOOL
DISTRICT CLERK ANNUAL EVALUATION**

MOVED: Mrs. Wickerham

SECONDED: Mr. Bower

MOTION CARRIED: 6-0

*Mrs. Chaudari was representing
the board at a school event*

MOTION TO EXIT EXECUTIVE SESSION AT 7:06 P.M.

MOVED: Mrs. Wickerham

SECONDED: Mrs. Mitchell

MOTION CARRIED: 6-0

*Mrs. Chaudari was representing
the board at a school event*

Call to Order

Executive
Session

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

Mrs. McBride reconvened the meeting at 7:13 p.m. The Pledge of Allegiance was recited; introductions were not needed. Mrs. Chaudari will be late as she is attending Roth’s National Junior Honor Society Induction Ceremony. During agenda review Mrs. McBride added Item #8 – Superintendent’s Report. The remainder of the agenda items will be renumbered. There were no announcements.

Reconvene Meeting

2. Board Member Report From Student Representative(s)

Student Representative Naomi Campbell thanked board members for the opportunity to be a student representative. She reported on the Senior Ball (everyone had a great time) and Senior Fun Day (moved inside due to weather, signed yearbooks). Dr. Graham asked for her take on the DWI presentation. Ms. Campbell said it shook her up a bit and the actors did a great job. She said it was an amazing presentation and more powerful than in past years. She suggested keeping the same presentation for next year.

Student Representative(s)

3. Board Recognition

Mrs. McBride presented the following resolution to Student Representative Naomi Campbell, honoring her service during the 2012-13 school year.

Board Recognition

WHEREAS, Naomi Campbell, as a Rush-Henrietta student, has balanced her academic success with her personal growth and development, and

WHEREAS, Naomi Campbell has served as a student liaison to the Board of Education and represented the interests and concerns of Rush-Henrietta students;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Rush-Henrietta Central School District does hereby express to Naomi Campbell its sincere and profound admiration, with respect and gratitude as she graduates with the Class of 2013 from the Rush-Henrietta Senior High School. The board honors her academic achievement, leadership, service to the district, her maturity, her pursuit of excellence, and her love for learning.

MOTION PERTAINING TO APPROVAL OF THE RESOLUTION FOR STUDENT REPRESENTATIVE NAOMI CAMPBELL

**MOVED: Mrs. Wickerham
SECONDED: Mrs. Reinhardt
MOTION CARRIED: 6-0**

4. Public Forum

There was no one in attendance.

Public Forum

5. Consent Agenda Items for Routine Matters (Reference Appendices #5A-K)

- A. Report of bills audited and paid during May 2013
- B. Action pertaining to acceptance of the April treasurer’s report and May budget transfers
- C. Action pertaining to the award of bids:
 - 1. Cooperative beverage
 - 2. Cooperative bread and bread products
 - 3. Cooperative ice cream and frozen desserts
 - 4. Cooperative paper and plastic
 - 5. Cooperative specialty food supply
 - 6. Lumber
- D. Action pertaining to payment of a refund of taxes in the town of Rush due to an Order and Judgment, which resulted in an assessment reduction for Alan Burriss and Mary Ellen

Consent Agenda

Burriss for tax years 2008-09, 2009-10, 2010-11, 2011-12, and 2012-13 on tax account number 213.04-2-23

- E. Action pertaining to the award of the Elmer L. Gordon scholarship
- F. Action pertaining to approval of the Professional Development Plan
- G. Action pertaining to approval of a new textbook
- H. Action pertaining to approval of a new textbook
- I. Action pertaining to approval of a donation
- J. Action pertaining to approval of CSE/CPSE recommendations
- K. Action pertaining to approval of minutes of the Board of Education meeting(s):
 - 1. Minutes of the meeting of May 28, 2013

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

**MOVED: Mr. Bower
SECONDED: Mrs. Smith
MOTION CARRIED: 6-0**

6. Action pertaining to approval of Personnel Actions (Reference Appendix #6)

Personnel
Actions

**MOTION PERTAINING TO APPROVAL
OF PERSONNEL ACTIONS**

**MOVED: Mrs. Wickerham
SECONDED: Mrs. Smith
MOTION CARRIED: 6-0**

7. Fund Balance and Utilization (Reference Appendix #7A)

Fund Balance
and Utilization

- A. Action pertaining to designation of undesignated fund balance in excess of 4 percent cap

**MOTION PERTAINING TO DESIGNATION OF
UNDESIGNATED FUND BALANCE IN EXCESS
OF 4 PERCENT CAP AND UTILIZATION**

**MOVED: Mrs. Reinhardt
SECONDED: Mrs. Wickerham
MOTION CARRIED: 6-0**

Mr. Whitmore provided a brief explanation. Mrs. Wickerham asked if there was enough money in the tax certiorari account. Mr. Whitmore replied saying the assessor said this year was a bad one, but that he believes it's pretty well funded.

8. Superintendent's Report

Superintendent's
Report

- A. Written Information (**Reference Appendix #8A-1**)

- 1. Business First School Rankings

After last week's flurry of information coming out of Buffalo regarding Business First's rating of the academic performance of public/private high schools in the eight counties of Western New York, Dr. Graham felt it a good idea to summarize the information for Rush-Henrietta. He said the rankings are based on an average over a four-year period and that Western New York should be titled Greater Rochester area. He provided an overview of the document.

- B. Oral Information

Dr. Graham reported that he is working on answers to questions regarding this year's Royal Comet dinner (GPAs being announced and the scope of the awards being very narrow). He also said he was approached by some DPAC parents regarding who gets invited to the event and that he was still working on this one. Suggestions were made

to Mr. Stewart to include this information in literature that is provided and to have the Sports Boosters Club get the word out as well.

9. New Business

New Business

- A. Board Officer Nominating Committee
Mrs. Mitchell and Mrs. Wickerham volunteered to be this year's Nominating Committee. They will discuss the process and begin making contact with board members.
- B. Claims Auditor Discussion
Mrs. Reinhardt explained that the Finance and Audit Committee discussed the claims auditor position at its last meeting and that everyone is pleased with the work performed by Mrs. Hamilton (formerly Ms. Martinez). Mrs. Hamilton will be recommended as the claims auditor for the 2013-14 school year at the July reorganizational meeting.
- C. Board Evaluation Instrument (**Reference Appendix #9C**)
Mrs. Wickerham asked if anyone had questions. Mrs. Smith provided an explanation of the newly drafted instrument. She said they were looking for anything that may be missing, not appropriate, and said they would have to decide on a rating scale. Discussion ensued. Dr. Graham suggested using the HEDI (Highly effective, Effective, Developing, Ineffective) rating scale used for APPR. He would like to aim toward using a standards-based system similar to that of the teachers. Mrs. Anthony also provided some insight. It was decided that for the first year of use a rating scale of one to four (with one being highly effective; two, effective, etc.) be used. Dr. Graham will add two columns – rating and reason – to the evaluation instrument. A reason will not have to be added for all areas. The form will be distributed at the next meeting and due back by the July reorganizational meeting.
- D. Board Retreat Discussion
Mrs. McBride made a suggestion for a board retreat as there are three board members who have never attended one. Mr. Bower asked what one was and Mrs. McBride and Mrs. Reinhardt explained. Mrs. Reinhardt suggested 6 p.m. Tuesday, July 23. Discussion ensued. Everyone seems to be ok with it. Mrs. Mitchell will check her calendar. Cabinet members and the school district clerk do not need to attend. The school attorney will be in attendance. Mrs. Mitchell asked that a plan be set and organized for the meeting. The meeting will be held at Mrs. Reinhardt's home.
- E. Board Meeting Times - Summer
Suggested time changes for the July 9 and August 13 board meetings were discussed. It was decided that both summer meetings will begin at 6 p.m. at the Ninth Grade Academy. Board member pictures will be taken on July 9 from 5 to 6 p.m.

10. Board Member Reports

Board Member Reports

- A. MCSBA Annual Meeting (May 29)
Mrs. Reinhardt said it was a very nice meeting. Anne Kress, Monroe Community College president, was the speaker and Mrs. Reinhardt said she really liked what she had to say. Mrs. Wickerham was in agreement. Mrs. Reinhardt would like Rush-Henrietta counselors to hear what she had to say. Dr. Graham said he agreed and has already spoken to Mrs. Anselme about it. Mrs. Wickerham said Webster's elementary orchestra performed and that they were very good.
- B. GVSBI Spring Report (June 6)
Mrs. Smith explained that GVSBI was an organization sponsored by all local school boards that runs staff development opportunities for support staff (e.g. paras, transportation, food service, clerical) and that it is housed in the Wayne-Finger Lakes BOCES. It is comprised of a board of eight people from various school boards in the region. Mrs. Smith sits on the board, a seat that was inherited from former board member and president, David Pennella. Mrs. Smith said the board meets twice a year

to review activities going on and that the actual work is done by individual committees. She said attendance over the last few years has been decreasing and the group is struggling to boost participation, mainly due to financial reasons.

Dr. Graham reported on the new DPAC officers: Marlene Cornell (Senior High School), Stacey Sweet (Winslow), and Amy Rowe (Leary).

11. Board Meeting Recap

- Board Officer Nominating Committee - Rosie Mitchell and Phyllis Wickerham
- Friday, June 21 – Graduation: 6 p.m., RIT Gordon Field House & Activities Center
- Tuesday, July 9 – Board pictures: 5 to 6 p.m., Board meeting: start time changed to 6 p.m. (Both events will be held at the Ninth Grade Academy.)
- Tuesday, July 23 – Board retreat: 6 p.m., Mrs. Reinhardt’s home (If anyone can’t be there, please provide available dates.)
- Tuesday, August 13 – Board meeting: start time changed to 6 p.m. (The meeting will be held at the Ninth Grade Academy.)

12. Adjournment

MOTION TO ADJOURN THE MEETING AT 8:20 P.M.

MOVED: Mrs. Wickerham

SECONDED: Mr. Bower

MOTION CARRIED: 7-0

Mrs. Chaudari returned at 7:40 p.m.

Respectfully submitted,

Karen A. Flanigan
School District Clerk
Board Approved:

Meeting Recap

Adjournment