

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 25, 2013

Ninth Grade Academy
Diana "Dee" Strickland Conference Room
2000 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

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

Mrs. McBride called the meeting to order at 7:02 p.m. The Pledge of Allegiance was recited; introductions were done. Mr. Bower was not present at the start of the meeting. During agenda review a handout was provided for Item #8. Mrs. Reinhardt thanked the high school staff for all their work at graduation, and David Kaye and Ken Nelson for the high school renovation tour.

Call to Order

2. Public Forum

No one came forward to address the board.

Public Forum

3. Public Hearing on Safe Schools Against Violence in Education (SAVE)

No one came forward to address the board.

Public Hearing -
SAVE

4. Safe Schools Against Violence in Education (SAVE) (Reference Appendices #4A-C)

- A. Action pertaining to approval of the Code of Conduct
- B. Action pertaining to approval of the Attendance Policy
- C. Action pertaining to approval of the District Safety Plan

SAVE

Mrs. McBride asked if anyone had any comments. There were none.

**MOTION TO ACCEPT CHANGES MADE
TO THE SAVE DOCUMENTS
MOVED: Mrs. Smith
SECONDED: Mrs. Mitchell
MOTION CARRIED: 6-0**

5. Workshop – School Safety Audit (Reference Appendix #5)

Dr. Graham provided an overview and introduced Michael Paladino, the district’s safety coordinator. He commented on the fact that you can never buy enough safety and that the problem is not identifying safety factors to be implemented, but where you draw the line. Dr. Graham is looking for the board’s guidance on the considerations that have been suggested from the comprehensive audit performed by Mr. Paladino. He reviewed the handout. Discussion ensued. The general synopsis is that when students are in school, they should be secured. Dr. Graham asked board members to think about the many options and suggested they do it in two phases – (1) schools and (2) other buildings. He commended the great job done by Mr. Paladino. Dr. Graham said the object of tonight’s discussion was to not make decisions, but to review the suggested considerations, decide what we’re going to do, and to look at options as costs and timelines could be factors. Mr. Paladino continues to look at the schools and is pleased with how things are.

Workshop –
School Safety
Audit

6. Consent Agenda Items for Routine Matters (Reference Appendices #6A-D)

- A. Action pertaining to the award of bids:
 - 1. Cooperative music
 - 2. Cooperative milk and juice
 - 3. Cooperative food
- B. Action pertaining to acceptance of the following change orders:
 - 1. #GC-007 – Allied Builders, Inc. – Sperry - \$8,162.00
 - 2. #GC-008 – Allied Builders, Inc. – Sperry - \$568,500.00
 - 3. #GC-009 – Allied Builders, Inc. – Sperry - \$15,764.00
 - 4. #HVAC-003 – Bell Mechanical Contractors, Inc. – Sperry - \$77,500.00
 - 5. #P-001 – Thurston Dudek, LLC – Sperry SHS Renovation - \$6,000.00
 - 6. #E002 – Kaplan-Schmidt Electric, Inc. – CIP 2011 Phase 3 - \$54,840.00
 - 7. #E003 – Kaplan-Schmidt Electric, Inc. – CIP 2011 Phase 3 - \$8,700.00
 - 8. #E004 – Kaplan-Schmidt Electric, Inc. – CIP 2011 Phase 3 - \$16,497.00 CR
 - 9. #E005 – Kaplan-Schmidt Electric, Inc. – CIP 2011 Phase 3 - \$410.00
- C. Action pertaining to approval of CSE/CPSE recommendations
- D. Action pertaining to approval of minutes of the Board of Education meeting(s):
 - 1. Minutes of the meeting of June 11, 2013

Consent Agenda

**MOTION PERTAINING TO ACCEPTANCE
OF CONSENT AGENDA ITEMS #6A-D
MOVED: Mrs. Chaudari
SECONDED: Mrs. Smith
MOTION CARRIED: 6-0**

7. Action pertaining to approval of Personnel Actions (Reference Appendix #7)

**MOTION PERTAINING TO APPROVAL
OF PERSONNEL ACTIONS
MOVED: Mrs. Reinhardt
SECONDED: Mrs. Wickerham
MOTION CARRIED: 6-0**
Mr. Bower abstained as he arrived late.

Personnel
Actions

A question was raised prior to the meeting, but Dr. Graham was not able to get back to the person. Mr. Barbeau provided an explanation. Discussion ensued. Mr. Bower arrived at 8:06 p.m. Mrs. McBride congratulated Ashley Maginn, a newly appointed teacher, who was in the audience. She also congratulated Mrs. Anselme and Mr. Whitmore on their new positions.

8. Action pertaining to acceptance of the Phase II Capital Project bid recommendations for the addition of the conference room on the Administration Building for general construction, HVAC, plumbing, and electrical (Reference Appendix #8)

Phase II Capital
Project Bid
Recommendations

**MOTION PERTAINING TO ACCEPTANCE OF THE PHASE II
CAPITAL PROJECT BID RECOMMENDATIONS FOR THE
ADDITION OF THE CONFERENCE ROOM ON THE
ADMINISTRATION BUILDING FOR GENERAL
CONSTRUCTION, HVAC, PLUMBING,
AND ELECTRICAL
MOVED: Mr. Bower
SECONDED: Mrs. Wickerham
MOTION CARRIED: 7-0**

Mr. Whitmore walked the board through the handout. He said the bids came back higher than anticipated and believes the main driver was material costs. He provided some possible changes that could happen to free up money to cover these costs. Mr. Whitmore said the rate of construction is going up at the same rate as health care. He believes the district should move forward and said he is very happy with the contractors. Mr. Bower asked about a timeline and was informed that construction should be done by January.

9. Superintendent's Report

Superintendent's
Report

A. Written Information (Reference Appendices #9A, 1-3)

1. Pilots and Research Projects Report
There were no questions or concerns.
2. Spring Interscholastic Sports Report
There were no questions or concerns.
3. Electronic Reporting of Student Grades Guidelines

Dr. Graham reported on the guidelines that have been developed to encourage the use of ParentConnect for reporting student grades and end the need for five-week reports. These also were reviewed with DPAC and Instructional Council. DPAC issues: parents are not ready to use the system and teachers need to update their grade books. Mrs. Wilson also spoke about the guidelines and said she believes it is a good practice for the betterment of everyone involved. She also added that the five-week report was outdated; by the time it is mailed, three weeks have gone by. Dr. Graham said he wanted to make sure there were no objections to moving ahead. He also said this was discussed with the teachers union and they are fine with it. Dr. Graham believes it's a better way to communicate with parents, take the workload off teachers, and get students involved. Access also will be granted to real list and custodial parents.

B. Oral Information

Dr. Graham provided an update on the hiring process for the student management director position. He said a draft of the 2013-2014 District Calendar had been posted online in the board's folder for them to review. Please send changes or concerns to Dolores Talarico, Community Relations, by Monday, July 1. Dr. Graham also mentioned a very nice article regarding enrollment that was in the *Henrietta Post*.

10. New Business (Reference Appendices #10A-C)

New Business

A. Board Appointments & Liaisons (2013-14)

Board members did a quick review of the list. Mrs. Wickerham asked to be removed from two MCSBA committees - Information Exchange and Legislative. Mrs. Mitchell asked to be added to the MCSBA Legislative Committee. Mrs. Smith said she had never been invited to the Continuing Education Advisory Council meetings. Mrs. Flanigan will check with Bonnie Coddington to see if this is still an active

committee. Board members were asked to review the list so that changes could be made at the reorganizational meeting.

- B. Board Goals – End-of-Year Report
Board members reviewed their list of goals.
- C. Board Self-evaluation

Mrs. McBride thanked the group for their work on the new evaluation tool. Mrs. Smith said you do not have to provide a comment for each item. Dr. Graham explained that you're only being asked to comment if you've gone to the extreme (high or low). Completed evaluations need to be given to the school district clerk at the reorganizational meeting.

11. Board Meeting Recap

- Review the 2013-2014 District Calendar and provide Dolores Talarico, Community Relations, with any changes or concerns
- Review Board Appointments & Liaisons list in order for changes to be made at the reorganizational meeting
- Complete the board evaluation tool and turn in to Mrs. Flanigan at the next meeting
- Next meeting: Pictures (5 to 6 p.m.), Meeting (6 p.m.)

Meeting Recap

12. Anticipated Executive Session to Discuss the Superintendent's Contract

**MOTION TO ENTER EXECUTIVE SESSION AT 8:43 P.M.
TO DISCUSS THE SUPERINTENDENT'S CONTRACT
MOVED: Mrs. Wickerham
SECONDED: Mr. Bower
MOTION CARRIED: 7-0**

Executive
Session

**MOTION TO EXIT EXECUTIVE SESSION AT 8:55 P.M.
MOVED: Mrs. Wickerham
SECONDED: Mrs. Mitchell
MOTION CARRIED: 7-0**

The board resumed its regular meeting at 8:55 p.m.

**MOTION TO APPROVE THE
SUPERINTENDENT'S CONTRACT
MOVED: Mrs. Smith
SECONDED: Mrs. Chaudari
MOTION CARRIED: 7-0**

13. Adjournment

Adjournment

**MOTION TO ADJOURN THE MEETING AT 8:56 P.M.
MOVED: Mrs. Smith
SECONDED: Mr. Bower
MOTION CARRIED: 7-0**

Respectfully submitted,

Karen A. Flanigan
School District Clerk
Board Approved: