



**Tuesday, August 13, 2013
Regular Meeting Minutes**

RUSH-HENRIETTA CENTRAL SCHOOL DISTRICT

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

Ninth Grade Academy
Diana “Dee” Strickland Conference Room
2000 Lehigh Station Road
Henrietta, NY 14467

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:

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

1. BOARD OF EDUCATION MEETING – GENERAL

A. Board of Education Members

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

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

B. Meeting Information

The regular meeting of the Board of Education of the Rush-Henrietta Central School District was held in the Dee Strickland Conference Room at the Ninth Grade Academy. An anticipated executive session was scheduled at 6 p.m., with the public portion of the meeting resuming at 7:15 p.m.

2. ANTICIPATED EXECUTIVE SESSION

A. Call to Order

Mrs. McBride called the meeting to order at 6:07 p.m.

B. Anticipated Executive Session to Discuss Personnel Matters and Contract Negotiations with RHEA Regarding APPR Modifications

**MOTION TO ENTER EXECUTIVE SESSION AT 6:07 P.M.
TO DISCUSS PERSONNEL MATTERS AND
CONTRACT NEGOTIATIONS WITH RHEA
REGARDING APPR MODIFICATIONS
MOVED: Mr. Bower**

SECONDED: Mrs. Chaudari
MOTION CARRIED: 6-0
Mrs. Reinhardt was absent.

MOTION TO EXIT EXECUTIVE SESSION AT 7:10 P.M.
MOVED: Mrs. Mitchell
SECONDED: Mrs. Wickerham
MOTION CARRIED: 6-0
Mrs. Reinhardt was absent.

3. OPENING OF PUBLIC MEETING

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

Mrs. McBride reconvened the meeting at 7:15 p.m. The Pledge of Allegiance was recited; introductions were not needed. During agenda review, the following information was supplied for Item #10 of the Personnel Actions (Volleyball, Varsity-Boys - B/12 - \$5,704.00). Mrs. McBride stated that Mrs. Flanigan had handed out paper copies of the simple and detailed agendas as we begin using BoardDocs for the first time tonight. She also said the minutes under consent agenda included the corrections made by Mrs. Smith. Mrs. McBride thanked everyone for submitting the information for the board packet correctly to Mrs. Flanigan. Mrs. Reinhardt is absent due to vacation.

4. PUBLIC FORUM

A. Audience Members May Address the Board of Education

There was no one in the audience.

5. CONSENT AGENDA ITEMS FOR ROUTINE MATTERS

- A. Report of bills audited and paid during April 2013
- B. Action pertaining to acceptance of the June treasurer's report and July budget transfers
- C. Action pertaining to the award of bids
 - 1. Offset paper
 - 2. Printer cartridges
 - 3. *Course Description Guide* printing
 - 4. Automotive filters
 - 5. K-12 Visitor management
- D. Action pertaining to approval to participate in BOCES cooperative bids
- E. Action pertaining to approval of an Amendment of Lease between the Rush-Henrietta Central School District and Monroe #1 BOCES for the Special Education district-based classrooms located at Winslow Elementary and Burger Middle schools
- F. Action pertaining to paying a tax collector stipend to the town of Rush
- G. Action pertaining to approval to allow the emergency application of insecticides to eradicate grubs on the recently laid sod at the Gordon Stadium
- H. Action pertaining to approval of an overnight field trip – Track team – 10/11/13
- I. Action pertaining to approval of a donation – musical instrument – 8/2/13
- J. Action pertaining to approval of a donation – musical instrument – 8/2/13
- K. Action pertaining to approval of a donation – musical instrument – 8/2/13
- L. Action pertaining to acceptance of Linda Dillon as the current Pittsford tax collector
- M. Action pertaining to approval of CSE/CPSE recommendations
- N. Action pertaining to approval of Board of Education meeting minutes
 - 1. Minutes of the reorganizational meeting of July 9, 2013
 - 2. Minutes of the regular meeting of July 9, 2013
- O. Action pertaining to approval of Finance & Audit Committee meeting minutes
 - 1. Minutes of the meeting of July 23, 2013

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

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

6. PERSONNEL ACTIONS

A. Action pertaining to approval of Personnel Actions

MOTION PERTAINING TO APPROVAL OF PERSONNEL ACTIONS

MOVED: Mrs. Chaudari
SECONDED: Mrs. Smith
MOTION CARRIED: 6-0

7. FUND BALANCE AND TAX WARRANT

A. Tax Rate Setting Process

Mr. Whitmore provided an explanation of the fund balance. He said that basically the assessments came in a little higher than expected and that it was a good news year financially – a little more state aid than anticipated, a lot more Medicaid than anticipated, and that we ended up very well financially. He said the district is going to keep the tax levy at where it was at budget time. Mrs. Smith said she anticipates the excess fund balance number at the end of the year to get smaller, but it always seems to be around \$10 million. Dr. Graham and Mr. Whitmore provided an explanation. She also asked a question regarding the bus reserve which Mr. Whitmore explained. Dr. Graham explained that the district is trying to rebuild its reserve funds.

B. Action pertaining to approval of a resolution providing for the transfer of funds to reserves

C. Action pertaining to the retention of funds – Section 1318 Real Property Tax Law memo

D. Action pertaining to the confirmation of tax rolls and authorization of the tax levy

E. Tax Rate memo

MOTION PERTAINING TO APPROVAL OF ITEMS #7B-D

MOVED: Mrs. Smith
SECONDED: Mrs. Mitchell
MOTION CARRIED: 6-0

Mrs. Flanigan was asked to update the wording of Item #7B from Action pertaining to approval of a resolution transferring funds to the Workers Compensation Reserve Fund to Action pertaining to approval of a resolution providing for the transfer of funds to reserves.

8. SUPERINTENDENT'S REPORT

A. Written Information

1. Teacher Center Report

Mrs. Wickerham asked a question regarding the teacher center being funded through the teacher fund. Dr. Graham explained.

2. Collegial Coaching Report

There were no questions or concerns.

3. Student Referrals and Suspension Report

There were no questions or concerns.

4. Summer School Report

There were no questions or concerns.

5. Correspondence from Congresswoman Louise Slaughter

B. Oral Information

1. Annual Strategic Planning Forum

Dr. Graham thought it went well. He talked about this year's new format and the end-of-year report staying the way it is. He provided a couple of updates and said the final version would most likely not be posted until next week. He also stated that the recommended district

priorities would be included in the next board packet. Dr. Graham asked for questions or concerns regarding the new format. Mrs. Wickerham said she really liked it and that she also ran into a student who really appreciated the opportunity to speak at the forum. There was a good turnout.

2. Distracted Driving Project

Mrs. Anselme provided an explanation of this project – a campaign about distracted driving, the number one killer of teens today. She said there are a number of Monroe County schools who will be participating. The project will be introduced to the Rush-Henrietta community coalition at an upcoming meeting to see how they may be able to help.

Dr. Graham reported on the rush with staffing issues before the start of school this year and the difficult time had in trying to get certified teachers for the American Sign Language (ASL) program. He said the district's abilities to sustain the program may be very difficult. You can find lots of teachers of the deaf, but not certified teachers who teach ASL and the language needs to be certified. He shared a plan to bridge the problem for one year. Discussion ensued.

Dr. Graham provided an update on the Senior High School renovation project and a small problem with the soccer field. This will not impact the football season. Parents are aware of the problem with the soccer field.

Dr. Graham talked about the last phase of the APPR Cycle I. He stated that test scores had been received and on the surface they look terrible, but, in reality, the students are doing as well if not better. Mrs. Wickerham asked if the chart Mrs. Wilson used during the Annual Strategic Planning Forum could be used for an article in the *Henrietta Post*. Dr. Graham said yes. He also said that relatively speaking we have affirmation that we're doing the right work, but there's still more to do. He provided an explanation on teacher improvement plans needing to be done. Mrs. Anthony provided an explanation to Mrs. Smith regarding Commissioner King's letter saying the scores would not be used this year. Dr. Graham said the next phase of angst would be when the teachers are apprised of their scores and the parent notification protocol. Some parents may question their child's placement based on composite score, but Dr. Graham said placements will be handled the same way they always have been.

9. NEW BUSINESS

A. Board of Education School Visits

B. Henrietta Post Board of Education Column Topics

Discussion ensued regarding suggestions for column topics. Dr. Graham will put together a list for the next board meeting.

C. Staff Appreciation Letter – Draft

Mrs. McBride asked if there were any comments or suggestions. She also inquired if board members were planning to write a personal note on each letter and said, if so, Mr. Anderson, Community Relations office, would make arrangements to have the letters in mailboxes by Wednesday, August 28. Mr. Bower suggested adding the word "together" in the third paragraph after "During the past year....." Mrs. Chaudari asked for a list of new staff members. Mrs. Anthony will handle this. Everything is a go with the addition of "together" in paragraph three. Mrs. Flanigan will let everyone know when the letters are ready to be picked up for signing.

D. Board Workshops – Planning

Dr. Graham suggested working with topics only tonight and then assigning dates and finalizing at another meeting. Discussion ensued. Mrs. McBride said she also would check with Mrs. Reinhardt when she returns from vacation.

E. Board Goals – Planning

Discussion ensued. Dr. Graham suggested a new idea – to address areas of concern. He asked if Mrs. Smith and Mrs. Wickerham (board evaluation subcommittee) would be willing to meet and devise a list of goals from the evaluation and then present them at another meeting. Dr. Graham explained his

reasoning for the new idea. Mrs. Smith and Mrs. Wickerham are willing to do this. They will plan to meet and work on this with Dr. Graham prior to the September meeting.

10. CLOSING OF MEETING

A. Board Meeting Recap

- Distracted Driving Project – Will see something regarding this campaign very soon.
- ASL Program – Will have a conversation at a later date as needs are discovered.
- Welcome back letters – Mrs. Flanigan to inform board members when they are ready for pickup.
- Board Evaluation Subcommittee - Working on evaluation tool in order to bring forward 2013-14 goals.
- Opening Day Staff Kickoff - 7:45 a.m. Wednesday, August 28, at Crane Elementary School

B. Adjournment

MOTION TO ADJOURN THE MEETING AT 8:23 P.M.

MOVED: Mr. Bower

SECONDED: Mrs. Wickerham

MOTION CARRIED: 6-0

C. Next Board of Education Meeting

The next Board of Education meeting is scheduled for Tuesday, September 10, 2013.

Respectfully submitted,

Karen A. Flanigan
School District Clerk
Board Approved: September 10, 2013