



Tuesday, September 10, 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 at 7 p.m. Tuesday, September 10, 2013, in the Dee Strickland Conference Room at the Ninth Grade Academy.

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 7:05 p.m. The Pledge of Allegiance was recited; introductions were not needed as there was no one in the audience. The new student representative to the board, Michael Slattery, introduced himself to everyone prior to the meeting. There were no changes to the agenda. Mrs. McBride asked for a moment of silence in honor of Patriot Day tomorrow. Mrs. Reinhardt was absent due to a work commitment.

3. BOARD MEMBER REPORT FROM STUDENT REPRESENTATIVE(S)

Ms. Natalia Harris and Mr. Michael Slattery will be the student representatives to the Board of Education for the 2013-14 school year. Ms. Harris was absent. Mr. Slattery said there had been no council meetings yet and that Ms. Harris had attended a meeting regarding homecoming. This year's

theme is giving back, representing those in our community – police, mailmen, etc. The junior class will be representing the policemen. There will be a spirit week, but details have not been finalized yet. Homecoming is scheduled for Saturday, October 12.

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 August 2013
- B. Action pertaining to acceptance of the July treasurer’s report and August budget transfers
- C. Action pertaining to approval of the Annual Professional Performance Review (APPR) Plan
- D. Action pertaining to approval of an overnight field trip – Cross Country team – 10/11/13
- E. Action pertaining to approval of Board of Education meeting minutes – August 13, 2013

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

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

There was one question regarding a BOCES cross contract. Dr. Graham explained saying it was a carryover from last year for the implementation of BoardDocs. He also mentioned there being a carryover for the Summer Law Conference.

6. PERSONNEL ACTIONS

A. Action pertaining to approval of Personnel Actions

MOTION PERTAINING TO APPROVAL OF PERSONNEL ACTIONS

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

There was one question regarding a retiree’s sick days. Dr. Graham explained.

7. PROPOSED DISTRICT PRIORITIES – 2013-14

A. Motion pertaining to acceptance of the Proposed 2013-14 District Priorities

Dr. Graham said this document reflects feedback from this year’s annual Strategic Planning Forum. He reviewed each of the district priorities and noted that Student Conduct should be Student Morale and Conduct. He said if the district priorities are adopted, an improvement plan will be forthcoming. Dr. Graham also provided an update on the Parker Administration Building renovations.

MOTION PERTAINING TO ACCEPTANCE OF THE PROPOSED 2013-14 DISTRICT PRIORITIES

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

8. SUPERINTENDENT’S REPORT

A. Written – Title I Notification of Parent Meeting

Dr. Graham explained that the district is required by New York state to conduct a meeting to ask if the district is providing adequate support and to report back letting the state know that the meeting was held. Discussion ensued. Mrs. Anthony explained that Title I schools get a little more money than

non-Title I schools and that Title I dollars are used to supplement what the district is doing. Dr. Graham stated that the district does its best to balance everything across the board. Mrs. Anthony provided an explanation.

B. Written – Probationary Faculty Report

Dr. Graham said this is a document the board has asked for in the past. Mrs. Smith commented on the number of teachers up for tenure this year. Discussion ensued regarding long term subs not getting tenure, but if in the district for 20 weeks or longer having to have an APPR evaluation.

C. Oral – Opening of Schools Report

Dr. Graham said the opening of schools went smoothly, district facilities were in great shape, and staff appeared ready to go. He spoke about enrollment numbers and said with Mrs. Anselme's guidance 14 out of 17 homeless families now have housing. He mentioned record delays coming from the city school district, postal issues with delivering secondary schedules, and provided an update on staff positions. Dr. Graham said the district changed its protocol for taking items to the post office and will look into electronic schedule posting. He visited all buildings and said how impressed he was with the work done by our custodians, cleaners, mechanics, and summer help. He noted the rusting speakers outside the buildings and that they had been cleaned and given a fresh coat of paint. Dr. Graham provided a capital projects update, said what a great job the Transportation Department does, and how it had been inundated with change requests. He said everything was going smoothly in Food Services, all computers were ready to go the first day of school, STEAM rooms were ready, and all teachers had received their APPR composite ratings. Dr. Graham talked about school safety and reported on the new visitor management system. Overall, it was a great opening, went very smooth, and with only a few bumps. He thanked all staff.

Dr. Graham provided an update regarding the request the district received for a service dog.

9. NEW BUSINESS

A. Board Goals – Planning

Mrs. McBride thanked the group for the work they did on the board goals draft and said she's very pleased with the document. She asked for any comments. Mrs. Wickerham explained the process of how the document was devised and asked for any changes. Discussion ensued regarding goals versus activities, goal/accomplishment versus an operational procedure, and some wording changes. If the board thinks it is a workable document, Dr. Graham suggested living with it for a year and then making adjustments when reviewing it next year. Board members were in agreement. Mrs. Smith mentioned some of the goals lending themselves to smaller subcommittees once approved. Dr. Graham suggested the board officers prepare a recommendation for accomplishing the goals. This will be brought back to the next meeting for adoption.

B. Board Workshops – Planning

Dr. Graham provided an explanation of how the document was devised (same planning format as used for the board goals). He reviewed his thought process behind the document and added a couple more workshops. If board members are in agreement with the list, it will be turned over to the board officers for planning. This document will be brought back to the next meeting after the board officers have a chance to put dates to the list of topics. All board members were in agreement with this.

C. Henrietta Post Board of Education Column Topics

Dr. Graham explained how the list of topics was created. He will begin working on the September article. All board members were in agreement with the list of topics. The same article review process will be followed as last year.

D. NYSSBA Resolutions

Mrs. Wickerham asked that everyone review the resolutions, complete the tally sheet prepared by Mrs. Flanigan, and bring it to the next board meeting. Mrs. Wickerham will compile all sheets and attend the meeting. Mrs. Mitchell asked to see the compiled summary sheet. Mrs. Wickerham will e-mail it prior to the convention.

E. Homecoming Parade

The homecoming parade is scheduled for Saturday, Oct. 12. Dr. Graham will be out of town. Please let Mrs. Flanigan know if you plan to attend. Dr. Graham will look into getting a vehicle.

F. Board Online Calendar

Mrs. Flanigan reported that the board's online calendar had been populated with the exception of the school visits, which will be added tomorrow.

G. Board Brochure

Mrs. McBride reported that Mrs. Flanigan had distributed the board brochures. She said she attended Burger's parent meeting last night and let the parents know about the transition to BoardDocs. She said there were about 20 parents in attendance and they seemed excited about the additional tool.

H. NSBA Conference Attendance – April

Mrs. McBride asked board members to let Mrs. Flanigan know if they are interested in attending this year's conference. She said Mrs. Reinhardt expressed an interest and it was Mr. Bower and Mrs. Smith's turn to attend.

10. BOARD MEMBER REPORTS

A. MCSBA Steering Committee (Aug. 21)

Mrs. Reinhardt e-mailed the minutes. She will now be sitting on the MCSBA Steering Committee. Mrs. McBride mentioned the December advocacy trip and asked board members to think about attending. She feels it's important that another board member gets accustomed to spearheading this event.

B. MCSBA Legislative Committee (Sept. 4)

Mrs. Reinhardt e-mailed the minutes.

- Mrs. Mitchell will attend the MCSBA Information Exchange Committee meeting tomorrow.
- Mrs. Smith asked if a fourth person would be able to attend the national conference in April as the state conference will be held locally. Mrs. McBride asked if there was a fourth person who would be interested if money is available. Mrs. Mitchell will think about it. Mrs. Wickerham is interested and will let Mrs. Flanigan know. If no one is available, Mrs. McBride will consider attending.

11. CLOSING OF MEETING

A. Board Meeting Recap

- The board goals will be brought back to the next meeting.
- The board workshops will be brought back to the next meeting with dates attached to it.
- Add to workshop list: Discipline action for students refusing to take state tests.
- Add to workshop list: Look at social media regarding parent participation.
- Board members to return their completed NYSSBA resolution tally sheet to the next meeting.
- Check into budget for a fourth person to attend the NSBA Conference.
- Let Mrs. Flanigan know if you will attend the homecoming parade.
- Let Mrs. Flanigan know if you will attend the dedication of the new field on Sept. 28.

B. Adjournment

MOTION TO ADJOURN THE MEETING AT 9:08 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 24, 2013.

Respectfully submitted,

Karen A. Flanigan
School District Clerk

Board Approved: September 24, 2013