

# 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: OCTOBER 23, 2012

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 p.m. The Pledge of Allegiance was recited. Introductions were not needed and there were no changes to the agenda. Dr. Graham stated that he had two announcements: (1) today is Mrs. McBride's birthday, and (2) next week is School Board Recognition Week. In light of School Board Recognition Week, Dr. Graham thanked the board for everything they bring to the board and for the countless hours they volunteer. He said the district holds them in high regard and he finds their contributions of tremendous value. He read a proclamation from Governor Cuomo and presented each board member with a token of the district's appreciation.

Call to Order

### 2. Public Forum

No one came forward to address the board.

Public Forum

### 3. External Auditor – Annual Report (Reference Appendix #3)

Mr. Raymond F. Wager, CPA, was in attendance to provide his annual report. He said he had a great meeting with the Finance & Audit Committee and the district continues to be in very good financial condition. He also said the district has very good reserves and suspects it will have to pay a little more attention to make sure it will be a gradual decline of equities as we don't want the equity revenue to dry up. He said the district has a great balance sheet and that probably the best thing financially going for the district is the retiree benefits - not a big retirement liability. He closed by saying the district is good financially, but will have to continue paying attention as it moves forward. He suggested keeping an eye on school lunch.

External Auditor

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

- A. Action pertaining to acceptance of the August treasurer's report
- B. Action pertaining to the award of bids:
  - 1. Custodial polyliners and paper supplies
  - 2. Offset paper

Consent Agenda

3. Automotive fluids
- C. Action pertaining to acceptance of the auditor’s “Basic Financial Statements for Year Ended June 30, 2012,” the Letter of Communication, and the “Communicating Internal Control Related Matters Identified in an Audit for Year Ended June 30, 2012,” prepared by Raymond F. Wager, CPA, P.C., the district’s external auditor
- D. Action pertaining to acceptance of the Rush-Henrietta Central School District Audit Corrective Action Plan for Year Ended June 30, 2012
- E. Action pertaining to approval of a Memorandum of Agreement between the district and the Rush-Henrietta Employees Association, Teachers’ Chapter
- F. Action pertaining to approval of the 2013-2014 *Course Descriptions* book
- G. Action pertaining to approval of the Dignity for All Students Act (DASA) coordinators
- H. Action pertaining to approval of a donation
- I. Action pertaining to approval of a donation
- J. Action pertaining to approval of a donation
- K. Action pertaining to approval of a donation
- L. Action pertaining to approval of CSE/CPSE recommendations
- M. Action pertaining to acceptance of minutes of the Finance & Audit Committee meeting:
  1. Minutes of the meeting of October 5, 2012
- N. Action pertaining to approval of minutes of the Board of Education meeting(s):
  1. Minutes of the meeting of October 9, 2012

**MOTION PERTAINING TO ACCEPTANCE  
OF CONSENT AGENDA ITEMS #4A-N  
MOVED: Mrs. Wickerham  
SECONDED: Mrs. Mitchell  
MOTION CARRIED: 7-0**

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

Personnel  
Actions

**MOTION PERTAINING TO APPROVAL  
OF PERSONNEL ACTIONS  
MOVED: Mr. Bower  
SECONDED: Mrs. Smith  
MOTION CARRIED: 7-0**

**6. Workshop: Common Core Learning Standards (Reference Appendix #6)**

Workshop –  
Common Core  
Learning Standards

Dr. Graham explained that this workshop was a one-year follow-up to Dina Wilson’s (assistant superintendent for curriculum and instruction) presentation on Common Core Learning Standards (CCLS). He said the district is now deeply involved in the implementation of the standards and Mrs. Wilson would be providing an update and insight as to where the district is heading in the next 12 months.

Mrs. Wilson explained how the Regents reform agenda has reshaped the district’s academic program. She spoke of four pillars – curriculum, instruction, assessment, and support services and the district’s goal being continuous improvement for student achievement. At both the national and state level, there is more of a focus on college and career readiness. In Mrs. Wilson’s PowerPoint presentation she included information about the revised curriculum maps and new common assessments. She explained how the new curriculum and assessments are more rigorous – construct meaning, critical thinking, disciplined inquiry, integrate skills into process, zone of approximate development, and real world application. She provided a small activity which demonstrated “What is a standard and how does it increase in depth and complexity?” She also explained the School-Based Inquiry (SBI) process and how administrators and teachers are using this process to provide data-driven instruction. Mrs. Wilson showed a brief video about preparing R-H students for the future. She believes the

Regents reform agenda has forced the district to further develop best practices. She is excited about what the district is doing and very pleased with the efforts made by teachers and administrators to implement these best practices. Dr. Graham stated that this is a national endeavor and Rush-Henrietta is well positioned for it. Mrs. Zeh, Roth Middle School principal who was in the audience, commented on how the work is helping teachers to think about how they can better themselves to help the students.

#### **7. Workshop: Budget Development Overview (2013-2014) (Reference Appendix #7)**

Dr. Graham provided a budget development overview. He said he was aiming for a budget that adequately balances education and is still fiscally sound. He is striving to keep all services and programs in tact while providing adequate funding to move priorities forward; however, cuts made over the last five years are beginning to hinder this. Inflation does not look like it will be a problem for the district this year. He is concerned about state and federal mandates. Challenges include the continuation of the economic recession and public education (cost and outcomes). Dr. Graham said no one knows what the future will hold, state aid is uncertain, and if corporate earnings start to slide, it will have an effect. He also said the topic amongst boards of education should not be mandate relief, but no more mandates. The district has to balance its capacity to move forward versus its resources to be able to do it. He does not see anything he is overly concerned about. The first Budget Advisory Council (BAC) meeting will be held Nov. 26.

Workshop –  
Budget Development  
Overview

#### **8. Superintendent’s Report**

##### **A. Written Information (Reference Appendices #8A, 1-4)**

###### **1. Student Enrollment Report (BEDS)**

Dr. Graham reviewed the report. There were no questions or comments.

###### **2. Out-of-District Enrollment Report**

Dr. Graham said homeschooling went down, inclusive education continues, and he’s proud of the fact that out-of-district placements are down.

###### **3. Class Size Report**

Dr. Graham said class sizes are a little higher (16 v. 15) and there’s not a lot of latitude at the small schools. Mrs. Reinhardt commented on kindergartens being maxed out. Mrs. Anthony said they are all maxed with the exception of Leary Elementary School. The number this year is higher than it’s ever been. With the balanced enrollment protocol, we’ve been able to maintain class sizes.

###### **4. Sports Booster Club – Letter of Understanding**

Dr. Graham reviewed the draft letter of understanding he plans to review with Brandi Rondo, Sports Booster Club president and Tom Stewart, athletic director, regarding conditions the club must meet to secure and sustain the board’s support for fundraising for the installation of field lights at the high school. He said there’s a network of people willing to donate their services for work that needs to be done. Dr. Graham’s plan is to move forward. Mrs. Smith corrected the Oct. 6 date in the second paragraph of the letter to Oct. 9. Board members suggested a couple of changes to the letter. Dr. Graham will implement these changes prior to meeting with the Sports Booster Club officers.

##### **B. Oral Information**

###### **1. School Report Cards**

There are no school report cards this year. Dr. Graham was told to expect something in the spring. Mrs. Anthony said we know all of our schools are in good standing according to the new standards. Dr. Graham suggested moving the report cards to the spring on the board calendar.

###### **2. School Improvement Plans – Posting Notice**

The School Improvement Plans are posted in the board room. They are aligned with the district priorities. Dr. Graham is now meeting with schools to review them. He said adjustments are being made and he will inform the board of any

Superintendent’s  
Report

substantive changes.

## 9. New Business (Reference Appendices #9A, B)

- A. Board Budget Quarterly Report  
There were no questions or comments.
- B. Claims Auditor Quarterly Report  
Mr. Bower made an observation regarding the number of items reviewed and having issues. Mr. Whitmore provided an explanation.

New Business

## 10. Board Member Reports

- A. MCSBA Information Exchange Committee (Oct. 10)  
Mrs. Mitchell and Mrs. Wilson attended the meeting. Mrs. Mitchell said there was a sharing of board goals. The main topic was online learning. She enjoyed listening to Mike Morone of AccelerateU. He said it was a good thing to have online learning and to stay involved as it will take off at some point in time. Dr. Graham said Mr. Whitmore will be the speaker at the Nov. 14 meeting and he will be the moderator. They will be discussing how COMIDA and school boards can work together to affect some change in tax cap levy reform in respect to pilots.
- B. MCSBA Board Presidents Meeting (Oct. 10)  
Mrs. McBride said the gist of the meeting involved throwing out different topics that presidents might like to research or become more involved in. The group tried to find topics that would have purpose for board presidents. Mrs. McBride said she was unable to be more involved in other MCSBA meetings due to the times conflicting with her work schedule. Both Mrs. Reinhardt and Mrs. Smith mentioned the flexibility of meeting times being previously discussed.
- C. MCSBA Labor Relations Committee (Oct. 17)  
Mr. Bower and Mr. Barbeau attended the meeting. Mr. Bower said it was interesting. Mr. Barbeau was one of the panel members. There was discussion around how the 2 percent tax cap deteriorated to APPR. Mr. Barbeau said there is an appalling lack of knowledge on what APPR is and that NYSUT may sue the state over the tax cap.

Board Member Reports

## 11. Board Meeting Recap

- Letter of Understanding – Dr. Graham to implement suggested changes from the board.
- Dr. Graham to follow-up with the board on his meeting with the Sports Booster Club.
- Update the board calendar – School Report Cards (spring)
- SIPs can be reviewed online (board folder).
- Convention events – Law conference (Thursday), Opening speaker (Thursday evening), Mrs. Wickerham to attend the delegate meeting (Saturday morning).
- Nov. 14 – MCSBA Information Exchange Committee meeting – Mr. Whitmore presenting, Dr. Graham moderating.

Meeting Recap

## 12. Adjournment

**MOTION TO ADJOURN THE MEETING AT 9:23 P.M.**

**MOVED: Mr. Bower**

**SECONDED: Mrs. Chaudari**

**MOTION CARRIED: 7-0**

Adjournment

Respectfully submitted,

Karen A. Flanigan  
School District Clerk  
*Board Approved: November 13, 2012*