



**Tuesday, November 5, 2013  
Regular Meeting Minutes**

**RUSH-HENRIETTA CENTRAL SCHOOL DISTRICT**

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

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*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

Mrs. Nerlande Anselme, Assistant Superintendent, Student and Family Services

Mr. Andrew Whitmore, Assistant Superintendent, School Finance and Operations

Mrs. Dina Wilson, Assistant Superintendent, Curriculum and Instruction

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**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 Tuesday, November 5, 2013, in the Dee Strickland Conference Room at the Ninth Grade Academy, 2000 Lehigh Station Road, Henrietta, NY 14467.

**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 7:01 p.m. Mr. Bower and Mr. DesMarteau were absent.

The Pledge of Allegiance was recited and introductions were done. There were no changes or additions to the agenda. During announcements Dr. Graham recognized Board of Education members with a token of appreciation for Board Recognition Week, a week set aside statewide each year to honor board members for their countless hours of volunteer work. Dr. Graham read a proclamation from Governor Cuomo. Mrs. McBride provided her thoughts on why she serves.

**3. BOARD RECOGNITION**

Mrs. Anselme explained that students and parents of the high school's African American Leadership League (AALL) were in attendance for a presentation to the board. Principal Patton introduced Cherise Rhone, the AALL advisor, who thanked Principal Patton, Mrs. Anselme, and Mr. Clay Harris for their help with the group. She introduced the AALL senior student president, Kiyanna Dixon, who made the presentation. Ms. Dixon thanked board members for their support and provided a brief overview of AALL and the events and service projects the group participates in. She said one of the AALL's biggest accomplishments is its care package drive for the men and women of the armed forces. She thanked Jeffrey's Bar for allowing them to fundraise on their site and Diamond Packaging for mailing the 75 boxes to the troops in Afghanistan free of charge. Ms. Dixon presented a plaque to the board president on behalf of AALL and the Senior High School. The plaque, which was sent to the AALL students in gratitude for the care packages received by the troops, will be displayed at the high school. Ms. Dixon also said the AALL is thankful for everything the board does and that it

allows for things like this to happen. Mrs. McBride thanked the group. Ms. Dixon read the plaque. Pictures were taken.

#### **4. BOARD MEMBER REPORT FROM STUDENT REPRESENTATIVE(S)**

The student representatives were not in attendance.

#### **5. PUBLIC FORUM**

##### **A. Audience Members May Address the Board of Education**

There was no one in the audience requesting to speak.

#### **6. CONSENT AGENDA ITEMS FOR ROUTINE MATTERS**

- A. Action pertaining to acceptance of the September treasurer's report
- B. Action pertaining to the award of bids – Automotive fluids
- C. Action pertaining to adoption of the resolution declaring CIP 2014 projects to be a Type II action
- D. Action pertaining to approval of the 2013-14 Medicaid Compliance Officer
- E. Action pertaining to approval of the 2013-14 Medicaid Compliance Committee members
- F. Action pertaining to approval of a donation – musical instrument – 10/22/13
- G. Action pertaining to approval of a donation – musical instrument – 10/22/13
- H. Action pertaining to approval of CSE/CPSE recommendations

#### **MOTION PERTAINING TO ACCEPTANCE OF CONSENT AGENDA ITEMS #6A-H**

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

#### **7. PERSONNEL ACTIONS**

- A. Action pertaining to approval of Personnel Actions

#### **MOTION PERTAINING TO APPROVAL OF PERSONNEL ACTIONS**

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

#### **8. DISTRICT POLICIES, REGULATIONS, AND EXHIBITS (FIRST READ)**

- A. Policy #4200 – Curriculum Development
- B. Regulation #4200-R – Curriculum Development
- C. Policy #4240 – Curriculum and Instructional Planning

Dr. Graham spoke about the moratorium on district policies and said everything is on schedule. He noted that there were some instruction policies that were worked on and the ones being presented tonight are the first of them. There will be a few more. The policies and regulation were reviewed. Mrs. Smith noted that the board had decided to lower case the “B” in Board in all policies. Mrs. Flanigan will make this change.

#### **9. WORKSHOP**

##### **A. District Priorities – Student Conduct**

Dr. Graham provided an overview. Mrs. Anselme, assistant superintendent for Student & Family Services, and Dr. Bridgitte Griffin, Student Management director, presented the workshop. Mrs. Anselme said there have been significant improvements made at some schools. Two main reasons for such huge improvements – students' voices were heard and schools did not wait until the end of the year to take action on what they heard, feedback received was acted on throughout the year. Mrs. Anselme said it's difficult to have conversations with staff members without them taking it personally, but the Danielson framework was very helpful in having meaningful conversations with

taking the personal part out of it. It helped staff to work on their weaknesses. She believes with all the improvement action plans put in place and everyone acting together (students and staff) that change is able to be made. Dr. Griffin stated that it is a privilege to do the work she will be doing in Rush-Henrietta. She provided a couple of scenarios regarding student conduct/management. She said PBIS is working in the elementary buildings and that her job is to look at things using hard data. She explained. Dr. Graham summarized by saying it's not only what we can do, but how we can do it better.

Mrs. Smith stated that one of the things the board has seen when looking at the VADIR report is the lack of consistency when teachers are doing referrals and that it has been going on for a long time. Dr. Griffin said this is an important piece that is being looked at. Mrs. Reinhardt was looking for consistency in all teachers' management plans throughout the district and Mrs. Smith noted that you have to be careful with that as classroom characteristics can be different in all classes.

## **10. SUPERINTENDENT'S REPORT**

### **A. Oral**

- Commissioner King will host a Community Forum from 4 to 6 p.m. Thursday at Brighton High School. Dr. Graham has a reserved seat ticket. Mrs. McBride will attend.
- Tuesday, Dec. 3 – Dr. Graham will confirm the tour of the new high school gymnasium following the Program & Service Review.
- Friday, Dec. 6 – The first event will be held in the new gym. A dedication will take place @ 7-7:30 p.m., between the JV and varsity basketball games. Dr. Graham will confirm the time and have reserved seating available.
- Dr. Graham provided an update on the assistant superintendent position candidates and interviews. There will be an executive session on Nov. 19. He also noted a process change, having the three cabinet members join him and the board members during the interviews (team building exercise). Board members are ok with this.
- Dr. Graham asked for a decision to be made regarding having a board liaison for making some decisions in regard to the new board room (e.g. layout, table skirt, microphones). Mrs. McBride volunteered and will consult with the other board members. Mrs. Wickerham would like better acoustics and for there to be no air conditioning above her head.
- In regard to naming the new conference room, Dr. Graham stated that according to board policy, the name (Dee Strickland Conference Room) will not transfer to the new room. A follow-up discussion will take place at the next meeting. He also said due to the delay in steel, the completion date for the conference room will be late March, early April.
- Dr. Graham informed the board about a letter Mrs. McBride received regarding returning Race-to-the-Top money.

## **11. BOARD MEMBER REPORTS**

### **A. Space Committee (Oct. 24)**

Mrs. Reinhardt said it was a good group and that Dr. Graham did very well. Mrs. Wickerham said she did not get an invitation and Dr. Graham said this had been corrected. At the first meeting, current enrollment and the history as to how the district got to where it is will be discussed, the second meeting will be about projections and classroom space throughout the next five years, and attendance areas will be discussed at the third meeting. As far as space issues this year, Dr. Graham said it looks like nothing will need to be done, but there is a new Martin Road development going into production this spring (125 units in the Leary attendance area).

Mr. Whitmore was dismissed from the meeting at 8:25 p.m. to drive to Albany for the NYSASBO Conference.

### **B. NYSSBA Convention (Oct. 24-26)**

Board members shared information and examples from workshops they attended at the convention and passed some information along to cabinet members.

**C. MCSBA Steering Committee (Oct. 30)**

Mrs. Reinhardt will forward the notes. She was unable to attend the meeting.

Mrs. Reinhardt also mentioned the Dec. 9 trip to Albany, provided an explanation of what the trip involves, and asked board members to let Mrs. Flanigan know if they're interested in attending.

**12. CLOSING OF MEETING**

**A. Board Meeting Recap**

- Next board meeting - Second read of polices
- Nov. 19 – Executive Session to brief board members on upcoming assistant superintendent interviews
- Nov. 20-21 – Assistant Superintendent interviews
- Dec. 3 – Gym tour
- Dec. 6, @ 7-7:30 p.m. – Gym dedication
- Follow-up/discuss renaming of new board room in the Administration Building
- Give suggestions regarding board room layout to Mrs. McBride
- Fyle school visit – Mrs. McBride and Mrs. Smith are unable to attend. Mrs. Chaudari, Mrs. Mitchell, and Mrs. Reinhardt will be in attendance.

**B. Adjournment**

**MOTION TO ADJOURN THE MEETING AT 9:13 P.M.**

**MOVED: Mrs. McBride**

**SECONDED: Mrs. Smith**

**MOTION CARRIED: 6-0**

**C. Next Board of Education Meeting**

The next Board of Education meeting is scheduled for Tuesday, November 19, 2013.

Respectfully submitted,

Karen A. Flanigan  
School District Clerk  
*Board Approved: November 19, 2013*