

Board of Education, Regular Meeting
Thursday, January 17, 2019

CALL TO ORDER:

A regular meeting of the Board of Education was held in the high school library media center and was called to order by President Raymond Parmarter at 6:30 p.m., with the following additional board members present: Brent Doane, Hannah Murray, Michael Blake, Nate Brace, Rebecca Lyon, and Josh Soper, as well as Superintendent Jeffrey Kisloski.

ADJOURN TO EXECUTIVE SESSION:

At 6:30 p.m., Brent Doane, seconded by Michael Blake, made a motion to adjourn to executive session to discuss a particular personnel matter. All board members listed above were present as well as Superintendent Kisloski. At 6:47 p.m., Holly Carling, Director of Special Education, entered executive session to discuss the CSE/CPSE reports. Mrs. Carling exited executive session at 6:57 p.m.

RETURN TO REGULAR SESSION:

At 6:58 p.m., Hannah Murray made a motion, seconded by Josh Soper, to return to regular session. The motion carried unanimously. All board members listed above were present, as well as Superintendent Jeffrey Kisloski, School Business Official Sydney Wade, Elementary School Principal Katie Volpicelli, Director of Special Education Holly Carling, Director of Curriculum and Instruction Kimberleigh Nichols, and Board Clerk Kathlyn Hinkle. The Pledge of Allegiance was said to begin regular session.

CSE/CPSE REPORT APPROVED:

A motion was made by Michael Blake, seconded by Nate Brace, to approve the CSE/CPSE report, as presented. The motion carried unanimously.

MINUTES APPROVED:

A motion was made by Brent Doane, seconded by Rebecca Lyon, to approve the minutes of the Regular Meeting held on December 20, 2018, as presented. The motion carried unanimously, with Raymond Parmarter abstaining.

School Business Official Sydney Wade presented her report to the Board.

Mrs. Wade presented the Board with December's budget transfers and financials.

Mrs. Wade informed the Board that the Corrective Action Plan for the 2017-2018 Independent Audit is on the consent agenda for their review and acceptance. She explained that the State Education Department now requires Board approval of the plan.

Mrs. Wade spoke of the State Aid runs. She listed a few positive aspects. The \$322,938 grant that the District received for the Pre-K program will remain the same for 2019-2020. Mrs. Wade stated that there appears to be a large increase in BOCES aid, but this is likely not an accurate estimate. She explained that the expense-driven aides could sometimes be overestimated and the BOCES aid category frequently falls into this scenario. Mrs. Wade stated that there is a large increase in Building Aid of \$1.3 million that appears to be valid, as the District is expecting an increase in Building Aid from Phase I and Phase II of the capital construction project, but she wants to verify this with the District's financial advisor. Mrs. Wade stated that Foundation Aid shows a modest increase of \$150,000, but in her opinion, the Southern Tier did not get as much as the rest of the State. Also, the last piece Mrs. Wade found to be positive is that there is an increase of \$25,000 in the Community Schools Set Aside, which is a carve-out of Foundation Aid intended to support school outreach into the community.

Mrs. Wade stated that compared to last year, the budget increase appears to be a total of approximately \$1.8 million, but she would safely say that only \$1.47 million of that is a true increase that the District can plan on in the budget process. She stated that it is also important to remember that this is the Governor's first budget run, and it will probably be adjusted in April when his final budget proposal is released.

APPROPRIATION TRANSFERS ACCEPTED:

A motion was made by Michael Blake, seconded by Brent Doane, to accept the Appropriation Transfers report for December 2018, as presented. The motion carried unanimously.

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WARRANTS ACCEPTED:

A motion was made by Hannah Murray, seconded by Nate Brace, to accept the following Warrants for December 2018, as presented: General Fund #33, School Lunch Fund #12, Federal Fund #13, and Capital Fund #6. The motion carried unanimously.

Business Manager/Treasurer Sydney Wade exited the meeting at 7:23 p.m.

RECOGNITION OF VISITORS:

President Raymond Parmarter acknowledged the visitors present at this time. Two students from the Newark Valley School District were attending for their Participation in Government class.

CONSENT AGENDA:

Upon the recommendation of Superintendent Kisloski, a motion was made by Michael Blake, seconded by Josh Soper, to approve the following personnel items, pending fingerprint-supported criminal history background checks, where applicable*:

Resignation:

Accepted the resignation of **Theodore D. O’Konsky, Jr.** as Part-Time Custodial Worker/Grounds Dept., effective January 17, 2019, with regret.

Maternity Leave:

Approved the maternity leave of **Alison Wright** as the School Psychologist beginning tentatively April 12, 2019 through June 30, 2019. Mrs. Wright will use accumulated sick time; any remaining time will be unpaid.

Recommended Appointments:

Approved the appointment of **Matthew Hicks**, as a Long-Term Physical Education Substitute Teacher, effective February 7, 2019 (tentative) through the end of the 2018-2019 school year. Salary and benefits will be in accordance with the 2018-2019 Substitute Teacher Pay Schedule.

Approved the appointment of **M. Nicole Angelo**, as a Full-Time Teacher Aide (Pre-K), effective January 17, 2019, with salary and benefits in accordance with the 2018-2019 Candor Employees Unit Contract.

Approved the appointment of **Gen Switzer**, as a Full-Time Teacher Aide (Pre-K), effective January 17, 2019, with salary and benefits in accordance with the 2018-2019 Candor Employees Unit Contract.

Approved the list of *Substitute Teachers* for the 2018-2019 school year, with salaries in accordance with the 2018-2019 Substitute Teacher Pay Schedule:

- (1) **Matthew Hicks:** BS Physical Education (EL & HS)
- (2) **Christopher Schmidt:** BA Journalism, MS English 7-12 (HS Only)
- (3) **Allison Nolan:** BS Biology and Society (Pre-Med) (EL & HS)

Approved the list of *Non-Instructional Substitutes* for the 2018-2019 school year with salaries in accordance with the 2018-2019 Non-Instructional Substitute Pay Schedule:

- (1) **Virginia Hallett*:** Substitute Clerical Aide and Substitute Front Desk Aide (EL & HS)

Approved the appointment of **Johanna Husband**, as a Part-Time Teacher Aide, effective January 18, 2019, with salary as \$11.10/hour for hours worked, no benefits, in accordance with the 2018-2019 Candor Employees Unit Contract.

Approved the appointment of **Danielle Newman**, as a Part-Time Teacher Aide, effective January 18, 2019, with salary as \$11.10/hour for hours worked, no benefits, in accordance with the 2018-2019 Candor Employees Unit Contract.

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Approved the appointment of **Heather Cornwell***, as a Part-Time Teacher Aide, effective January 18, 2019, with salary as \$11.10/hour for hours worked, no benefits, in accordance with the 2018-2019 Candor Employees Unit Contract.

Corrective Action Plan 2017-2018:

Approved the Corrective Action Plan for the 2017-2018 Independent Audit as presented.

2019-2020 Budget Development Calendar:

Approved the 2019-2020 Budget Development Calendar as presented.

Retirement:

Accepted the retirement of **Stephen Frye**, as High School Math Teacher and Athletic Coordinator, effective August 4, 2019, with regret.

Sale of 54 Delray Avenue Property Resolution:

Approved the sale of the 54 Delray Avenue property (former bus garage) with the following resolution:

“WHEREAS, the Board of Education of the Candor Central School District (the “District”) has been centralized for over seven years and is the owner of premises known as 54 Delray Avenue, Village of Candor, Tioga County, New York and designated on the Tioga County Tax Map for said Village as Parcel No. 61.18-1-11 (the “Property”) and

WHEREAS, the Property is the site of the District’s former bus garage, which due to its inadequacy and steadily deteriorating condition, has not been actively used by the District as a bus garage since September 1, 2017, and

WHEREAS, the Board of Education of the District has determined that, as a result of the cost of rehabilitation and repair and the outdated infrastructure of the facility and the fact that the former bus garage has not been used or needed for a number of years and it has no other viable purpose, the District has no continuing need or use for the property, and

WHEREAS, after due deliberation the District has determined the Property to be of no further educational use or value to the District, and

WHEREAS, the District undertook a public bidding process for the Property and received two (2) active and viable bids for the Property which exceeded the appraised value for the Property,

NOW, THEREFORE, it is

RESOLVED that pursuant to the State Environmental Quality Review Act (“SEQR”), it has been determined by the Board of Education that any sale of the former bus garage property, which comprises 2.93 acres in a mixed use zoning district is an Unlisted Action. The Board has considered the possible environmental impacts of such sale and has determined that such sale will not have a significant adverse impact on the environment and the Board adopts a negative declaration.

RESOLVED that, pursuant to the authority of Section 1804 (6) of the Education Law of the State of New York, the District shall dispose of the Property and be it further

RESOLVED, that the District enter into a Purchase Agreement with Pandora’s Acres LLC, the highest bidder for the Property or his assigns or successors, in consideration of a total purchase price of \$50,000.00, plus other identified additional reimbursable costs to the District, such agreement to be in a form approved by legal counsel for the District, and subject to a permissive referendum and be it further

RESOLVED, that the Board President and the Superintendent are hereby authorized to execute the purchase agreement for the sale of the Property and any other documents necessary to complete the intended sale of the former bus garage property and any agreed upon personal property associated therewith.”

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SEQRA Resolution – 54 Delray Ave:

Approved the SEQRA Resolution pertaining to the sale of 54 Delray Avenue (former bus garage) as follows:

“WHEREAS, the Board of Education (the “Board”) of the Candor Central School District (the “District”) determined that a parcel of District owned property located at 54 Delray Avenue, Candor, New York, the site of the former school bus garage (hereinafter the “Property”) is no longer needed by the District and it was in the District’s best interest to sell the Property; and

WHEREAS, the Board has proceeded with steps to sell the Property; and

WHEREAS, the Board has received an offer from Pandora’s Acres LLC to purchase the Property for an amount of FIFTY THOUSAND AND 00/100 DOLLARS (\$50,000.00); and

WHEREAS, the sale of the Property (the “Sale”) is an action that is subject to the provisions of the New York State Environmental Quality Review Act (“SEQRA”) as set forth in Article 8 of the Environmental Conservation Law and the implementing regulations set forth at 6 NYCRR Part 617 (the “Regulations”); and

WHEREAS, the Board desires to comply with SEQRA and the Regulations with respect to the Sale; and

WHEREAS, the Board has considered the Sale in light of the Type I actions listed in Section 617.4 of the Regulations and in light of the Type II actions listed in Section 617.5 of the Regulations; and

WHEREAS, pursuant to SEQRA and the Regulations, the Board also seeks to determine whether the Sale may have a significant adverse environmental impact and therefore require the preparation of an environmental impact statement; and

WHEREAS, to assist the Board in determining whether the Sale may have a significant adverse environmental impact, an environmental assessment form (“EAF”) has been prepared utilizing the New York State Department of Environmental Conservation’s Environmental Resource Mapper and has been reviewed by the Board; and

WHEREAS, pursuant to SEQRA and the Regulations, the Board has considered the potential environmental impacts of associated with the Sale by (a) using the criteria specified in Section 617.7 of the Regulations, and (b) examining the EAF for the Sale, together with other available supporting information, to identify the relevant areas of environmental concern, and (c) thoroughly analyzing the identified areas of relevant environmental concern;

NOW THEREFORE BE IT RESOLVED, that

1. Based upon examination of the EAF, and based upon the Board’s knowledge and such further review as it has deemed appropriate of the potential environmental impacts, the Board makes the following findings and determinations with respect to the Sale:
 - a. The Board is the only “involved agency” for the Sale, as the quoted term is defined in the Regulations, and the Board declares itself lead agency for this SEQRA review.
 - b. The Sale is classified as an “unlisted action” under SEQRA, as the quoted term is defined in the Regulations.

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- c. The Board has compared the impacts that may reasonably be expected to result from the Sale to the criteria for determining significance identified in Section 617.7(c)(1) of the Regulations. Based upon that review, and for the reasons set forth in the attached EAF and the supporting written elaboration, the Board finds that no potential environmental impacts associated with the Sale are identified in the EAF and none are known to the Board. Accordingly, the Board determines that the Sale will not result in any significant adverse environmental impacts and the Board will not require the preparation of an environmental impact statement with respect to the Sale.
 - d. The Board hereby approves and adopts the attached EAF, directs the Superintendent to execute the EAF, and issues a Negative Declaration for the Sale.
2. The Board hereby authorizes District staff and personnel to take any steps necessary to carry out this Resolution.
 3. The Board hereby directs that all SEQRA documents, and notices, including but not limited to the EAF, and this Resolution issuing a Negative Declaration, must be maintained in files that are readily accessible to the public and made available on request, subject only to the limitations established by the Freedom of Information Law. “

Golf Team Merger Approved:

Approved the merging of the Candor School District and the Spencer-Van Etten School District golf teams for the 2019 season.

The motion for all consent agenda items carried unanimously.

Administrator Reports:

Jr/Sr High School Principal Wayne Aman's report to the Board.

Mr. Aman was not present for the meeting. A summary of his written report to the Board is as follows.

Mr. Aman stated that while having *Whole Child* discussions during Early Release Days, the importance of having a common language and expectations were identified. Beth Gance -Virkler shared that, at a conference, a speaker asked the audience “*If a visitor walked into your building, would they know what your building stood for?*” Working with the language that has already been created and reinforced in the elementary building, the high school will continue to highlight the importance of maintaining a safe, caring, respectful, and responsible school community. Posters will be on display in classrooms and throughout the building to reference and reinforce this message. They hope to have classroom posters completed by the end of the month so that they can be on display in the second half of the school year. Consistent language K-12 should pay dividends in creating and maintaining the positive school climate and culture we expect.

Mr. Aman stated that on February 14th, CASA-Trinity would be hosting the Tioga County Youth Summit at Candor High School. High school student leaders from around the county will be in attendance to discuss ways to address common issues within Tioga County schools. The guest speaker will be Joe Markiewicz, Master Facilitator & National Youth Trainer for Building Stronger Communities. Mr. Aman is pleased to be able to host this exciting event for the student-leaders from area schools.

Elementary Principal Katie Volpicelli summarized her report to the Board.

Mrs. Volpicelli updated the Board on the new Pre-K program. Nicole Angelo and Gen Switzer will be the Full-Time Aides joining Sara Loomis and Nicole Hubbard as part of the Pre-K team. Mrs. Angelo and Mrs. Switzer both have great experience working in the primary grades to draw from. Pre-K registration days were held January 14th and 15th. Four families attended each session, which consisted of a brief screening, parent information session, and a building and bus tour.

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Danielle Banks, Occupational Therapist, and Teresa Cain, Speech Teacher, were a part of the screenings as well. There are currently 30 students enrolled for Pre-K. The Elementary School will also hold a Meet and Greet for students to attend with their families on the 18th, the Friday before the first day. Mrs. Volpicelli and Mrs. Nichols have scheduled times for team building and professional development opportunities for the teachers, teacher aides, and special area teachers. Mrs. Volpicelli thanked Kimberleigh Nichols for planning and providing Professional Development for the teams.

Mrs. Volpicelli stated that Brian Lanphere and Bern Smith have been wonderful to work with as they coordinate food service and transportation for the Pre-K Program. Sydney Wade and Koleen Jastremsky have supported us every step of the way with the purchasing of furniture, curriculum, materials, supplies, and books for the program. Amy Shepardson and Jackie Winnick continue to take on tasks to make sure we are ready to welcome the families and students. Mrs. Volpicelli also thanked the Board of Education, Jeffrey Kisloski, Kimberleigh Nichols and Holly Carling for the support as the program gets started.

Mrs. Volpicelli stated that the Elementary School launched the fourth Super Strength on January 7th, Empathy. At the January Faculty and Teacher Aide Meetings, time was spent talking about Empathy. Using some ideas from Ruby Payne's work, they were able to put themselves in the shoes of the students who live in poverty. (Mrs. Volpicelli provided the Board with a page from the article.) This provoked some great conversations and allowed them the opportunity to practice empathy themselves. Empathy is a difficult concept for the students to grasp. They must understand their own emotions and be able to identify how others are feeling before they can be empathic. The teachers have found the activities, books, and videos in the Empathy kits very helpful.

Mrs. Volpicelli informed the Board of the plans for Passion Day 2019. Wendy Bruttomesso, Jamie Garrett, and Katie Spatola have been doing a lot of the planning. The goal is to expand on the opportunities they can provide for the students on Passion Day this year by reaching out to more resources in the community. Students completed an initial survey in December, which allowed the committee to review the topics of interest and combine any that are closely related. The students will complete a second survey in the coming weeks to make their final selections. The next step will be gathering resources to provide the activities. They are looking forward to this year's Passion Day.

Mrs. Volpicelli stated that at the 20-week mark, the administrators take the opportunity to provide the teacher aides with feedback. The teachers provide the input that she and Mrs. Carling compile into an evaluation form. She stated that through the process she is reminded how fortunate the District is to have this group of professionals supporting the students and teachers on a daily basis. The work they do is invaluable.

Director of Special Education Holly Carling summarized her report to the Board.

Mrs. Carling provided the Board with the recent numbers for committee meetings, parent presence, classified students, and out of district placements.

Mrs. Carling informed the Board that the District currently has eight students that qualify for the McKinney-Vento Homeless Education Assistance Act. The McKinney-Vento Homeless Education Assistance Act is a federal law that discusses the public education of children and youth in temporary housing. Under McKinney-Vento and state law, students are considered to be in temporary housing if their nighttime residence is not fixed, regular, and adequate. Some examples of temporary housing include: Sharing the housing of others due to loss of housing, economic hardship or other similar reason; Living in motels, hotels, trailer parks, camping grounds; Living in emergency or transitional shelters; Abandoned in hospitals; Living in a public or private place not designed for sleeping; Living in cars, parks, abandoned buildings, bus or train stations, etc; Migratory living in the circumstances described above. Mrs. Carling provided the Board with an article from the National Center for Homeless Education, which can be found at:

https://nysteachs.org/wp-content/uploads/2018/07/INF_NCHE_DeterminingEligibility_083017.pdf

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Director of Curriculum and Instruction Kimberleigh Nichols presented her report to the Board.

Mrs. Nichols updated the Board on Curriculum, Instruction, and Assessment. She stated that in an effort to support the faculty and staff as they work with the preschool students, she and Mrs. Volpicelli are developing two separate pieces of training. The first will be with the new Pre-K teaching teams to develop a shared understanding of what the program goals are, to use Discovering Leadership as a basis for team success and to develop program planning and assessment structures. The second offering will be with the special area teachers to review the State's Early Childhood guidelines, share important developmental information for teaching young children and to discuss how to best support the Pre-K students, as they become part of the school family.

Mrs. Nichols stated that once again, the schools will coordinate Peer Visits for the teaching staff. Teachers will have the opportunity to visit a class of their choosing. They can visit a specific teacher's class, their students in another teacher's class, a teacher who uses a particular instructional strategy they are interested in, or a similar content specialist at a different grade level. Following their peer visit, they will reflect on the experience and join Mrs. Nichols and the building principal for a post-visit conversation. Currently, twenty teachers have responded to the initial offer.

Mrs. Nichols updated the Board on the Substitute Teacher Orientation. She thanked Denise Ahart and Amy Snell for planning and facilitating the first orientation. It was well attended and extremely productive, for both the substitutes and the district.

Mrs. Nichols stated that the District is sending a district team to a TST BOCES sponsored curriculum-writing series in January and March. The team consists of herself and Wayne Aman, Beth Gance-Virkler, Alison Wright, Mary Leonardo and Laura Koroluck. She believes the District is already ahead of the curve since the District has already developed a K-6 Social and Emotional Curriculum and can see how it is beginning to translate to the Jr/Sr High School. The workshop will provide time to support the work our faculty and staff have already begun and an opportunity for us to share our work with other schools in the region. Mrs. Nichols added that the New York State Education Department mandates that the school district have a K-12 Mental Health Curriculum.

Mrs. Nichols spoke of the New York State Science Standards. Phase 1 consists of the initial transition, which the District is currently in. This phase is used to raise awareness and build the capacity of new NYS P-12 Science Learning Standards. Mrs. Nichols stated that new local and state-level assessments should focus on evaluating student achievement of three-dimensional learning - Science and Engineering Practices, Crosscutting Concepts, and Disciplinary Core Ideas.

Mrs. Nichols added that the tentative State Assessments for spring 2021 will be for Fifth Grade, Eighth Grade and High School Regents examinations in life-science/Biology, Chemistry, Earth and Space Science, and Physics.

Technology Integration Coordinator Matt Gelder's report to the Board.

Mr. Gelder was not present for the meeting. A summary of his report to the Board is as follows. Mr. Gelder updated the Board on the digital hallway displays. The electronic displays in the High School hallways have had a much-needed makeover in recent weeks. Cathy Doane has taken on the job of maintaining and updating the pictures and announcements that scroll along the bottom of the screens. With camera in hand, Mrs. Doane is at almost every event capturing the students' activities outside the classroom and teachers are also sharing pictures of students in their classroom. Therefore, Mrs. Doane can highlight all aspects of student life in the District. It is great for students to be able to view updated announcements about sporting events, after-school activities, weather and the lunch menu throughout the day. Mr. Gelder thanked Mrs. Doane for embracing a growth mindset toward the management software so that she could harness her gift for showcasing the great things the students are doing and keeping them informed about everything happening in the High School. Mr. Gelder stated that Candor High School Junior Matt Suttmeier and the Candor Public Relations crew surveyed students from around the region last year asking questions about sportsmanship and have created some graphics to be displayed on the monitors in the evenings. They hope to give fans some subtle and not so subtle messages that were generated by students about how their behavior affects the school's athletes. Mr. Gelder informed the Board that the District will be purchasing a significant number of Chromebooks and desktop computers in the next few months. The District's oldest Chromebooks will reach their "End of Life" in July of this year and Google will no longer support them when they push out updates to their software. While these devices may still have some useful life, Google will not guarantee that the schools will be able to utilize monitoring/filtering software requiring them to be retired from student use.

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The Chromebooks being retired have been used by students on a daily basis for up to 5 years, but they are beginning to see issues with declining battery life for many of these devices. The replacement devices that will be purchased are touch screen Chromebooks which will allow the schools to fully utilize all of the tools available to students during Computer-Based Testing. Questar has created a tool in the math testing software that will now allow students to draw a diagram to explain their answer or show their work. Trying to draw a diagram with a mouse is frustrating and nearly impossible even with good hand-eye coordination. Having the ability to use a touch screen to show your work will keep the schools on par with students throughout the State when it comes to math Computer-Based Testing.

Director of Operations Bern Smith's report to the Board.

Mr. Smith was not present for the meeting. His written report to the Board is as follows. Mr. Smith stated that the 65-passenger school bus purchased to replace the bus that was totaled recently is now ready to use. Mr. Smith is working on bus quotes for the 2019-2020 budget. He and Mr. Kisloski and Mrs. Wade will meet to discuss fleet strategy, since merging of sports teams and Pre-K is changing the District's bus requirements to transport.

Mr. Smith stated that Greg Nichols had another 100% pass for his New York State Department of Transportation bus inspections. He feels that this translates to well maintained and the safest school buses for the students.

Network Administrator's Log for December 2018 was submitted.

Superintendent Jeffrey Kisloski summarized his report to the Board.

Mr. Kisloski stated that there is an upcoming Legislative Forum at TST BOCES on January 31st at 5:00 p.m. He plans to attend and has invited members of the Administrative team to attend as well.

Mr. Kisloski informed the Board that the bus garage auction has ended and the winning bid was \$50,000 by Pandora Acres. The legal work is being done for the closing.

Mr. Kisloski informed the Board of a calendar adjustment. He stated that the 2018-2019 calendar does not have a Superintendent's Conference Day scheduled for March 2019. If by the end of February Break the District does not use an excessive number of snow days, he would like to schedule a Superintendent's Conference Day for March 15th, 2019. On that day, they have the ability to run a Poverty Simulation for the staff, led by a group from TST BOCES. Many schools have run this simulation for their staff, and the activity has been well received. Katie Volpicelli and Holly Carling took part in the activity last fall and found it very valuable.

Board Comments:

Michael Blake told the students that were present that he was glad they attended the meeting. Mr. Blake thanked the administrative team for all that they do.

Nate Brace stated that he was able to witness all of the work that went into Pre-K and would like to commend the team for doing a great job.

Recognition of Visitors:

President Raymond Parmarter acknowledged the visitors present. No further comments were made at this time.

Adjournment:

President Raymond Parmarter announced the meeting adjourned at 8:05 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board