

**Board of Education, Regular Meeting**  
**Thursday, August 16, 2018**

**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, Josh Soper, Hannah Murray, Michael Blake and Rebecca Lyon, as well as Superintendent Jeffrey Kisloski.

**ADJOURN TO EXECUTIVE SESSION:**

At 6:30 p.m., a motion was made by Michael Blake, seconded by Brent Doane, to adjourn to executive session to discuss a particular personnel matter. All board members listed above were present as well as Superintendent Jeffrey Kisloski. At 6:46 p.m., Director of Special Education Holly Carling entered executive session to discuss the CSE/CPSE reports. Mrs. Carling exited executive session at 6:52 p.m. At 6:53 p.m., Superintendent Kisloski exited executive session. At 6:53 p.m., Claims Auditor Kathlyn Hinkle entered executive session to discuss the Claims Auditor report. Mrs. Hinkle exited executive session at 6:59 p.m.

**RETURN TO REGULAR SESSION:**

At 6:59 p.m., Michael Blake 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, Elementary Principal Kathryn Volpicelli, Director of Curriculum and Instruction Kimberleigh Nichols, Director of Special Education Holly Carling, Director of Operations Bern Smith, School Business Official Sydney Wade and Board Clerk Kathlyn Hinkle.

**CSE/CPSE REPORTS APPROVED:**

A motion was made by Josh Soper, seconded by Brent Doane, to accept the CSE/CPSE reports, as presented. The motion carried unanimously.

**MINUTES APPROVED:**

A motion was made by Michael Blake, seconded by Hannah Murray, to approve the minutes of the Regular/Reorganizational Meeting held on July 16, 2018, as presented. The motion carried unanimously.

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

Mrs. Wade provided the Board with the Treasurer's Report for April, May and June, budget transfers for June, scholarship funds report for June and the tax rate calculation and tax rate comparison.

Mrs. Wade stated that the Tax Rate report reviews different aspects of the tax levy for 2017-18. Mrs. Wade stated that the important things to note are as follows:

- The true value of the District (total assessed value adjusted for each town's equalization rate) increased by \$5,460,788. The True Value tax rate decreased from \$22.30 to \$22.27. Equalization rates stayed relatively stable.
- The levy increased \$113,404, or 2.04%, from 17-18 to 18-19, which is within our tax cap, and what was decided upon during the 2018 budget process. This allows District residents to qualify for the Tax Freeze Rebate payment from the State.
- The approximate decrease in taxes on a home assessed at \$100,000 would be about \$3.30 in 18-19 (based on true value tax rate.)

**TREASURER'S REPORTS ACCEPTED:**

A motion was made by Michael Blake, seconded by Brent Doane, to accept the Treasurer's report for April, May and June 2018, as presented. The motion carried unanimously.

**BUDGET TRANSFERS APPROVED:**

A motion was made by Brent Doane, seconded by Rebecca Lyon, to accept the Budget Transfers for the month of June 2018, as presented. The motion carried unanimously.

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**WARRANTS ACCEPTED:**

A motion was made by Hannah Murray, seconded by Josh Soper, to accept the following Warrants for July 2018, as presented: General Fund #3, School Lunch Fund #1, and Capital Fund #1. The motion carried unanimously.

**RECOGNITION OF VISITORS:**

President Parmarter acknowledged the visitors present at this time, community member and TST BOCES Executive Board member Hope VanScoy. Mrs. VanScoy thanked Raymond Parmarter for writing a letter to Governor's office in regards to the cap on the District Superintendent's salary. She stated that the NYSSBA has asked all school boards to send a letter of request to the Governor requesting that the salary cap be removed. She added that Dr. Jeffrey Matteson, the TST BOCES District Superintendent, has done an incredible job for TST BOCES and its districts.

**CONSENT AGENDA:**

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

Recommended Appointments:

Approved **Mariah Young**, as a Long-Term 4<sup>th</sup> grade Substitute Teacher for the 2018-2019 school year, effective July 1, 2018, with salary and benefits in accordance with the 2018-2019 Substitute Teacher Salary Schedule.

Approved **Jillanne Parillo**, as Elementary School Nurse, effective August 1, 2018, with salary and benefits in accordance with the Candor Employees Unit 2018-2019 Contract.

Approved **Harlina Lower**, as a Part-Time Teacher Aide, effective September 1, 2018, with salary at \$10.40/hour, for hours worked, no benefits, in accordance with the 2018-2019 Candor Employees Unit contract.

Approved additional *Extra-Curricular Activities* positions for the 2018-2019 school year, with salaries in accordance with the 2018-2019 Extra-Curricular Activities Pay Schedule.

- Guidance Co-Chair: **Beth Gance-Virkler**
- AMIGOS/Scholarship Challenge Advisor: **Patricia Gillule**
- High School Homework Club Advisor: **Kevin Jester**
- Ski Club Advisor(s): **Ben Taylor, Ryan Meigs, Amy Monahan**
- Assistant Varsity Football Coach: **Gino Martone**
- Cheerleading Coach: **Amy White**
- Jr Varsity Boy's Soccer Coach: **Adam Young**
- Modified Cross Country Coach: **Aria French**
- Jr High Volleyball Coach (2): **Pam Quinlan & Mike Swartz**
- FLES Advisor: **Lisa Pasternak**
- Volunteers: **Kylie Edwards** - Volleyball  
**Brittney Noble** - Volleyball  
**Cyndy Hynes** - Volleyball  
**Erin Price** – Volleyball

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Approve of the **Substitute Teacher List for 2018-2019**, with salaries in accordance with the current Substitute Teacher Pay Schedule:

Nicole Angelo – EL	Walter Baer – HS	Kylie Baker – EL
Kelli Bellnier – EL/HS	Sydney Blinn – HS	Cindy Briggs – EL
Donald Burns – HS	Katharina Card – EL	Brianne Curren – EL
Andrew Davenport – EL/HS	Alida Dean – EL/HS	Linda Duskey – EL/HS
Christen Fiechter – HS	Wanda Harding* - EL/HS/SpecEd	Barbara Hopkins – EL/HS
Deanna Houck – EL	Sandra Hul – EL	Cyndy Hynes – EL/HS
Heather McCann – EL	Tracy McClure* - EL/HS	Jeremiah McElwain – HS
Tanya Mlodzinski – EL	Patricia Musa – EL	Diane Polinski – EL
Jill Presnell – HS	Ann Staiger – HS	Elizabeth Szwec – EL
Shana Tubbs – EL	Andrea Zlinsky* - EL	

Approve of the **Non-Instructional Substitute List for 2018-2019**, with salaries in accordance with the current Non-Instructional Substitute Pay Schedule:

<u>Attendance Aide/Front Desk</u> Wanda Clemins Katie Eaton	<u>Bus Drivers</u> Larry Blinn Sandy Blinn Gail Darrow Cindy Jantz Michael Middaugh John Spaulding	<u>Clerical</u> Katie Eaton Gloria Foote	<u>Custodial</u> Martin Hallett Steve Kelley John Sandusky
<u>Food Services</u> Gloria Aagaard Gail Darrow Dina Dizer Gloria Foote Taralynn Sears	<u>Nurse</u> Katie Eaton	<u>Teacher Aide</u> Wanda Clemins Dina Dizer Katie Eaton Gloria Foote Cynthia Seamon	<u>Transportation Aide</u> Gary Jordan

Approved the **Bus Driver List 2018-2019** as follows:

Boyd Andrews	Lucinda Jantz	Ricky Neild
Edward Bennett, Jr.	Daren Jensen	Greg Nichols
Bernard Blinn	Connie Jordan	Michael Rautine
Larry Blinn	Pamela Krause	René Shaver
Sandra Blinn	Michael Middaugh	LaVerne E. Smith, Jr.
Russell Corpin	Gary Morse	LaVerne L. Smith,
Gail Darrow	Robin Morse	John Spaulding
Elizabeth Hatton	William R. Murray	Gerard Troeger
Jennifer Hill		

**Donation Acceptance:**

Accept the donation of the Aero Turn BT-300 CNC Metal Lathe from *Mettler-Toledo*, valued at \$40,000.

Approved the **Non-Instructional Substitute Rates** for 2018-2019, as presented.

Approved the **Substitute Teacher Salary Schedule** for 2018-2019, as presented.

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**Milk Bid 2018-2019:**

One (1) bid was submitted to Candor and Newfield Central School Districts for the 2018-2019 milk bid. The bid received was from Meadow Brook Dairy.

Upon the recommendation of Sydney Wade, School Business Official, the Board approved Meadow Brook Dairy as the 2018-2019 vendor for milk.

**Tax Warrant 2018-2019:**

Accept the Tax Warrant 2018-2019 with the following resolution:

“To the Collector of School Taxes of Candor Central School District, Tioga and Tompkins Counties, State of New York,

**YOU ARE HEREBY COMMANDED:**

1. To collect taxes in the total sum of \$5,685,821 (\$5,667,821 for the School Budget and \$18,000.00 for the Candor Free Library Association), in the same manner that collectors are authorized to collect town and county taxes.
2. To give notices in accordance with Section 1322 of the Real Property Tax Law.
3. To receive from each of the taxable corporations and natural persons on the attached tax list the sums shown thereon, or as much thereof as is voluntarily paid to you, during the period of September 1, 2018, through October 1, 2018, without penalty.
4. To collect during the period October 2, 2018, through October 31, 2018, the residue of the sums not paid, together with 2 percent interest penalty (24 percent per annum) as prescribed by Section 1328 of the Real Property Tax Law.

To return this warrant by November 15, 2018, and if any taxes on this tax list shall be unpaid as of October 31, 2018, you shall deliver to us an account thereof as prescribed by Section 1330 of the Real Property Tax Law.

This warrant is issued by authority of Article 13 of the Real Property Tax Law, and has the same force and effect as a warrant and tax list issued by the Board of Supervisors. It is effective immediately after it is properly signed by the majority of the members of the Board of Education.”

**Retirement Accepted:**

Accepted the resignation/retirement of **David Kirk** as full-time custodial work, effective September 27, 2018, with regret.

**Equipment Disposal Approved:**

Approved the disposal of the scoreboard on the stadium field as detailed in the memo provided by David O’Konsky, Superintendent of Buildings and Grounds. This item has been deemed to have \$0 value and no further useful life to the District.

**School Breakfast and Lunch Price Change Approval:**

Approved of the 2018-2019 Jr/Sr High School Breakfast Price set at \$1.55 and Jr/Sr High School Lunch Price set at \$2.30 for 7<sup>th</sup> - 8<sup>th</sup>, and \$2.55 for 9<sup>th</sup> - 12<sup>th</sup>.

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**New Textbook Purchase Approved:**

Approved the list of textbooks to be purchased as presented by Elementary Principal Katie Volpicelli. These books will be used for the Social Emotional Learning program.

The motion for all consent agenda items was unanimous.

**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 after taking a year off to complete the building project, the high school just wrapped up another successful summer school session. There were five senior high students and eight junior high students that participated, using PLATO as the primary tool to guide instruction. All students made significant progress in catching up on credits or receiving remedial help with content. The middle school students also spent 1 ½ hours each day working around the building. This program has been an excellent opportunity for students to catch up on work, receive extra help in areas of deficiency, and build stronger connections to the school community. Mr. Aman would like to thank Mark Burrell, Tracy Maxwell, Mina TenEyck and Nate Thomas for assisting with instruction and supervision. He would also like to thank TST BOCES and the Candor Board of Education for the continuing support of this valuable program.

Mr. Aman stated that he is pleased to share that the high school has 12 students in the 8th grade who have been selected for acceleration in Math. These students will skip Math 8 and go directly into Algebra I. In order to make sure they are prepared for this step, these students were required to complete a PLATO Math course over the summer, consisting of 36 modules. At this point, all of the students have either completed the course or are well on their way. This will allow these students the opportunity to challenge themselves academically, as well as free up opportunities to take other advanced coursework in the future. As always, the high school staff will be monitoring their progress closely to make sure they are not overwhelmed. If needed, the students can return to Math 8 and follow the traditional Math sequence.

Mr. Aman stated that the fall sports season started August 13<sup>th</sup>, and both Athletic Directors have been busy working out logistics for the many programs that are offered individually as well as merged. Many tasks had to be completed and decisions had to be made, such as additional uniform purchases, hiring of coaches, organizing practice locations and times, and transportation arrangements. Mr. Aman would like to thank Steve Frye and James Howey for the time and effort they put into the programs to make sure the schools get off to a great start.

**Elementary Principal Kathryn Volpicelli presented her report to the Board.**

Mrs. Volpicelli informed the Board of the SEL curriculum work. She stated that Sara Loomis and Karlie Both have been developing a Social-Emotional Learning Curriculum this summer. There will be a kit for each of the five *Super Strengths* (Mindfulness, Growth Mindset, Perseverance, Empathy and Gratitude). Kindergarten through second grade will receive the same kit and third grade through sixth grade will receive a different kit. The kits will provide teachers with a number of lessons, activities, videos, books and other resources. Grade levels will decide on two lessons to teach during the specified time for each of the Super Strengths. The building as a whole will place an emphasis on the specific character trait as well. The Elementary staff is extremely excited for the opportunities that the students will be provided as Social-Emotional Learning becomes a more intentional and aligned effort during the 2018-2019 school year. Mrs. Volpicelli provided descriptions of the five super strengths that the kits will focus on.

**Kid Friendly Definitions**

- Mindfulness is paying attention on purpose to how you are feeling in your body, in your mind, and in your heart.
- Growth Mindset is the belief that you can get better at anything with hard work and practice.
- Perseverance is working hard and never giving up.
- Empathy is recognizing and feel how other people are feeling.
- Gratitude is being thankful and showing it.

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Mrs. Volpicelli updated the Board on some transportation information. The Elementary will continue to use the transportation survey in order to gather student information from the families before the school year starts. In addition, Jackie Winnick will input student transportation data in SchoolTool. In the past, the Elementary has held the data in a large document that can be difficult to read. They are looking forward to expanding the use of SchoolTool.

Mrs. Volpicelli talked about the new Elementary Nurse. She stated that a committee of six people conducted interviews on July 26th and decided to offer the elementary nurse position to Jill Parillo. Mrs. Parillo comes to the District with a lot of experience in the medical field and a good understanding of the Candor community. She is eager to join the team and has a great vision for her role as elementary school nurse.

Mrs. Volpicelli added that the custodial and maintenance crews have been wonderful this summer. They have been extremely busy cleaning, prepping and tying up loose ends from the construction project.

#### Director of Special Education Holly Carling presented 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. She stated that the summer school program at TST BOCES went well; five students attended from Candor. She stated that seven students attended Camp Ahwaga in Owego, including an incoming Kindergartner. There are also current and former students who attended Camp Badger in Spencer, under the direction of Pat Gillule.

Mrs. Carling informed the Board that the Elementary will be having a teacher aide training session on August 22<sup>nd</sup>. All but one aide has said they will be attending.

Mrs. Carling will be holding a Special Education Department meeting on August 29<sup>th</sup> to review the new students, etc.

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

Mrs. Nichols informed the Board of the Summer Professional Development - Project Based Learning & Technology Integration. There were forty-nine teachers this summer for the district-led professional development. They maintained the essential question of "How do we prepare our students for their future, not our past?" With ever-changing student needs and evolving technology, it is critical that the District provides staff with information, strategies and resources to support them as professionals.

On behalf of the administrative team and faculty, Mrs. Nichols thanked the Board for their continued support of the summer work. The investment they make in the staff has a direct impact on the success of the students and their families.

Mrs. Nichols spoke of the Special Education Department Co-Teaching Workshop. She stated that on July 31st, she had the opportunity to work with Holly Carling, Katie Volpicelli and fourteen elementary teachers as they prepare to co-teach during the upcoming school year. They used the article "Six Steps to Successful Co-Teaching" as the mentor text, and focused their activities and discussions around the following topics: Establish rapport and trust; Identify your teaching styles and use them to create a cohesive classroom; Discuss strengths and weaknesses; Discuss Individualized Education Plans and regular education goals; Formulate a plan of action and act as a unified team; and, Take risks and grow.

Mrs. Nichols would like to thank Mrs. Carling and Mrs. Volpicelli for inviting her to be part of their planning day. She enjoyed helping them plan and to be part of great conversations with a great group of people.

Mrs. Nichols stated that the teachers have received the science kit training and implementation schedule for the school year and are excited to begin this new venture with OCM BOCES. Each grade level will implement one science kit during the year and receive two days of "in-time" training prior to the arrival of the kit. The kits are produced by Smithsonian Science, are inquiry-based and align with the Project Based Learning initiative.

The topics for K-6 are listed respectively, as follows: *Exploring Plants and Animals; How Can We Send a Message Using Sound?; How Can We Stop Soil From Washing Away?; How Can We Protect Animals When Their Habitat Changes?; How Can We Provide Energy to People's Homes?; How Can We Provide Freshwater to Those in Need?; and, Energy, Forces and Motion.*

Mrs. Nichols informed the Board of the 2018-2019 Opening Day and Early Release Day Plans. The Administrative team is excited to begin planning for Opening Day and sharing the goal from Minnowbrook with both instructional and non-instructional staff.

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In presenting the goal for the year, they will also embed the “*Telling Our Story*” portion from the summer Project Based Learning training, to help show the alignment between this year’s goal and our district’s Mission, Vision and Goals.

**Director of Operations Bern Smith presented his report to the Board.**

Mr. Smith stated that the bus fleet is ready for another school year to start. Daren Jensen and Greg Nichols were notified that the new buses would be delivered late September to early October. Once summer bus routes are over, Mr. Nichols will bring those buses in and catch up on the maintenance and cleaning for their fall routes.

Mr. Smith stated that the custodial crews did a lot of cleaning out within the two buildings this year. The campus remained quite busy since graduation. LeChase Construction removed and replaced areas of concrete at the high school and elementary, in addition to finishing their punch list of smaller capital project items.

Teachers, students, and summer programs were evident throughout the buildings, along with Driver’s Education practicing in the parking lots.

Mr. Smith stated that the new gym scoreboards were installed, the gym floors wet sanded and coated and the classrooms have been prepped. Mr. Smith stated that he can not say enough of the entire team of workers – Buildings & Grounds, Maintenance, Custodians, and Transportation. He stated that the small group of District workers continue to amaze him with their determination to address the work ahead of them and then simply take care of business. He stated that it is a great team effort.

Mr. Smith added that he is in the process of making a frame for the Polly Tompkins Memorial sign. He hopes to get the sign up soon.

**Network Administrator’s Log for July 2018 was submitted.**

**Superintendent Jeffrey Kisloski presented his report to the Board.**

Mr. Kisloski stated that the \$21.5m 2016-2017 Capital Project is almost “closed out”. Not all work is done but the money is accounted for and “spent”. There is still work that needs to be completed but the District is in the home stretch. Mr. Kisloski would like to thank Bern Smith for his constant diligence on behalf of the staff, students and taxpayers to make the project a success until the very end. Thank you also to Sydney Wade, whose work on the finances and the financial paperwork will end the project in the near future.

Mr. Kisloski stated that the District is beginning work with Gary Henry and Hunt on the Smart School Bond Act project. They should have some preliminary plans and projections in September or October.

Mr. Kisloski thanked Wayne Aman, Bern Smith, Jonathan Wolfe, Shea Bensley and the staff for the move of the Alternate School. He is very happy with the space rented from Grace Bible Church and he believes the District is off to a great start in the new Alt School location.

**Board Comments:**

Michael Blake stated everyone is doing a great job. He is glad that everyone is on board with the new programs. Hannah Murray stated that she is looking forward to a new school year.

Raymond Parmarter stated that he is grateful that Candor has been able to keep up with, and mostly stay ahead of, the programs that are coming out.

**Recognition of Visitors:**

President Raymond Parmarter acknowledged the visitor present at this time. Mrs. Hope VanScoy commented that it is heartwarming to see that the sense of family is back in the school buildings.

**Adjournment:**

President Parmarter announced the meeting adjourned at 8:17 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board