

Board of Education, Regular Meeting
Thursday, October 18, 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: Josh Soper, Hannah Murray, Michael Blake, Rebecca Lyon, and Nate Brace, as well as Superintendent Jeffrey Kisloski.

ADJOURN TO EXECUTIVE SESSION:

At 6:30 p.m., a motion was made by Michael Blake, seconded by Hannah Murray, 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 6:48 p.m., Director of Special Education Holly Carling entered executive session to discuss the CSE/CPSE reports. Mrs. Carling exited executive session at 7:02 p.m.

RETURN TO REGULAR SESSION:

At 7:02 p.m., Michael Blake made a motion, seconded by Rebecca Lyon, to return to regular session. The motion carried unanimously. All board members listed above were present, as well as: Superintendent Jeffrey Kisloski, Jr/Sr High School Principal Wayne Aman, Director of Curriculum and Instruction Kimberleigh Nichols, Elementary Principal Kathryn Volpicelli, Director of Special Education Holly Carling, Director of Operations Bern Smith, and Board Clerk Kathryn Hinkle. The Pledge of Allegiance was said to begin the regular session.

CSE/CPSE REPORT APPROVED:

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

MINUTES APPROVED:

A motion was made by Hannah Murray, seconded Josh Soper, to approve the minutes of the Regular Meeting held on September 20, 2018, as presented. The motion carried unanimously, with Michael Blake abstaining.

WARRANTS ACCEPTED:

A motion was made by Michael Blake, seconded by Nate Brace, to accept the following warrants for September 2018, as presented: General Fund #14, School Lunch Fund #3, and Capital Fund #3. The motion carried unanimously.

RECOGNITION OF VISITORS:

President Parmarter acknowledged there were no visitors present at this time.

CONSIDERATIONS:

A motion was by Hannah Murray, seconded by Rebecca Lyon, to approve the Independent Audit Report with the following resolution:

“RESOLVED, that the Board of Education accepts receipt of the final Independent Audit Report and Audit for Extraclassroom Activity funds, prepared and presented by Insero & Co. for Candor Central School District for the fiscal year ending June 30, 2018.”

The motion carried unanimously, with 6 ayes and 0 nays.

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*.

Recommended Appointments:

Approved the appointment of **Dean Legursky**, as Full-Time Custodial Worker, effective October 16, 2018 (retroactive), with salary and benefits in accordance with the 2018-2019 Candor Employees Unit Contract.

Regular Meeting, October 18, 2018

Approved the appointment of **Ashley Wright**, as Part-Time Teacher Aide, effective October 9, 2018 (retroactive), with salary at \$10.40/hr for hours worked, no benefits, in accordance with the 2018-2019 Candor Employees Unit Contract.

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

- (1) **Andrew Alexander***: AB (BA equivalent) Chemistry (HS ONLY)
- (2) **Gen Switzer**: AAS Human Services (EL ONLY)
- (3) **Martina Ayres***: Childhood Education (pursuing) (EL ONLY)
- (4) **Michael Weinmann***: BS Outdoor Recreation (HS ONLY)

Non-Instructional Substitutes for the 2018-2019 school year, with salaries in accordance with the 2018-2019 Non-Instructional Substitute Pay Schedule:

- (1) **Morgan Hover*** - Substitute Teacher Aide

Extracurricular Activities for the 2018-2019 school year, with salaries in accordance with the 2018-2019 Extracurricular Activities Pay Schedule:

- (1) **Kevin Jester** - Modified Boys Basketball Coach
- (2) **Boyd Andrews** - JV Girls Basketball Coach (*instead of Modified Boys as previously appointed*)
- (3) **Cathy Doane** - Modified Girls Basketball Coach
- (4) **Ernie Marilley** - Varsity Wrestling Coach

Equipment Disposal:

Approved the disposal of various equipment items as presented, which have been deemed to have \$0 value and no further useful life to the District.

School Bus Financing Bid Acceptance:

One (1) bid for the financing of school buses was received by the deadline and opened on September 28, 2018, by School Business Official Sydney Wade and Superintendent Jeffrey Kisloski.

The bid received for a loan amount of \$350,000.00, over a five-year period, is as follows:

Municipal Asset Management, Inc. - 3.73% annually
- 5 annual payments of \$75,218.48/ea.

The Board of Education approved the bid for the financing for lease-purchase of three (3) sixty-five passenger buses and one (1) twenty-four (24) passenger wheelchair accessible bus, as approved by the voters of the district on May 15, 2018, be awarded to the lowest responsible bidder, **Municipal Asset Management, Inc.**, 25288 Foothills Drive North, Golden, CO 80401, for a loan amount of \$350,000.00 at an annual rate of 3.73%, over a five year period.

Additionally, the Board of Education authorized Sydney Wade, School Business Official, to act as lead facilitator to direct, take such action, expend such funds and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this resolution and to carry out, comply with and perform the duties of the Candor Central School District (Lessee) with respect to the Agreement and Equipment.

Regular Meeting, October 18, 2018

Legal Services Agreement Resolution - Policy Manual:

Approved of legal services with Ferrara Fiorenza PC with the following resolution:

“RESOLVED, the Candor Schools Board of Education approves the Superintendent of Schools executing agreement for legal services with Ferrara Fiorenza, PC for purposes of updating the District Policy Manual.”

Resolution of Governing Body - Municipal Asset Management, Inc:

Approved the following Resolution of Governing Body for the 2018-2019 bus lease financing.

“The undersigned, being the officer identified below of Candor Central School District (the "Lessee"), hereby certifies that the following is a true and correct copy of the Resolution adopted by the governing body of the Lessee at a meeting duly held on October 18, 2018.

WHEREAS, in order to facilitate the acquisition of certain equipment for use by the Lessee and to pay the cost thereof, it is necessary and desirable for the Lessee to enter into a Tax Exempt Lease Purchase Agreement (together with all Exhibits and Schedules, the "Agreement") with Municipal Asset Management, Inc., pursuant to which the Lessee will Finance the Equipment from the Lessor with an option to purchase; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LESSEE, AS FOLLOWS:

Section 1. Approval of the Agreement. The Agreement is hereby approved in substantially the forms submitted to and reviewed by the governing body of the Lessee on the date hereof, with such changes therein as shall be approved by the following officer of the Lessee, said officer's execution thereof to be conclusive evidence of the approval thereof:

<u>Title</u>	<u>Printed Name</u>	<u>Signature</u>
School Business Official	Sydney Wade	_____

Said officer is hereby authorized and directed to execute and deliver the Agreement on behalf of and as the act and deed of the Lessee, and to affix the seal of the Lessee, if applicable.

Section 2. Further Authority. The Lessee shall, and the officials and agents of the Lessee are hereby authorized and directed to, take such action, expend such funds and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this resolution and to carry out, comply with and perform the duties of the Lessee with respect to the Agreement and the Equipment.

Section 3. Declaration of Official Intent of Reimbursement of Capital Expenditures. BE IT RESOLVED by the Board of Education (the “Governing Body”) of Candor Central School District (the “Governmental Unit”), as follows:

The Governing Body has determined that it is necessary and in the best interests of the Governmental Unit to acquire Four (4) new buses described further on The Agreement (the “Equipment”). The Governmental Unit intends to finance all or a portion of such Equipment cost through the entering into of a Tax Exempt Lease Purchase Agreement the interest on which is intended to be excludable from the gross income of the recipient for federal income tax purposes (the “Agreement”). The Governmental Unit expects to make expenditures for costs relating to the Equipment after the date of this resolution (or has made such expenditure no longer than 60 days prior to the date of this resolution) and prior to the entering into of such Agreement.

Official Intent Declaration. The Governmental Unit reasonably expects to reimburse the expenditures it will make or has made in the last 60 days for costs of the acquisition of Equipment out of the proceeds of the Agreement to be incurred by the Governmental Unit in a maximum principal amount not to exceed \$350,000 after the date of payment of all or a portion of such acquisition costs. All reimbursed expenditures shall be capital expenditures as defined in Section 1.150-1 (h) of the Regulations.

Section 4. Pursuant to Section 147(f)/Section 265(b) of the Internal Revenue Code of 1986, as amended (the “Code”), Lessee hereby specifically designates the Agreement as a “qualified tax-exempt obligation” for purposes of Section 147(f)/Section 265(b)(3) of the Code.”

The motion for all consent agenda items carried unanimously: 6 ayes, 0 naves.

Regular Meeting, October 18, 2018

Administrator Reports:

Jr/Sr High School Principal Wayne Aman summarized his report to the Board.

Mr. Aman stated that the High School Open House was held on September 27th, and there was a slightly higher than usual turnout. According to the sign in sheet, there were 114 students represented by parents or 31% of the high school enrollment. This is the highest participation Mr. Aman has seen since he has been principal. He stated that although he would certainly like to see it higher, this is an improvement from his first few years when it was less than 20%. He added that School Messenger seems to have made a big difference with increasing attendance.

Mr. Aman informed the Board that starting last year, the High School has implemented bi-weekly Student Support Team meetings and quarterly Jr. High Congruence Meetings. Using the models provided by the Elementary School, these meetings have been very productive and successful in addressing student academic, social and/or emotional needs. He appreciates the thoughtful participation of the teachers, counselors, and administrators in developing plans focused on student success.

Mr. Aman stated that Amelia O'Hara would like to start a Senior High Select Choir Club. This group will meet after school to prepare for school musical performances as well as performances outside of school. Student interest is very high for Select Choir.

Mr. Aman provided the notes from the Steering Committee Meeting on September 21st. The newest member of the committee is Donna Mistler, a Spencer-Van Etten Board of Education member.

Mr. Aman informed the Board of a few upcoming events. The fall play, titled *The Complete Works of William Shakespeare (Abridged)*, will be held November 3rd and 4th. JV & Varsity Winter Sports practices begin on November 6th.

Mr. Aman informed the Board that the school bussed students to Spencer-Van Etten for their pep rally and Spencer-Van Etten students came to Candor's pep rally as well. He added that many Spencer-Van Etten students also came to Candor's homecoming dance.

Elementary Principal Kathryn Volpicelli presented her report to the Board.

Mrs. Volpicelli updated the Board of the Social Emotional Learning program. She stated that everyone remains enthusiastic about the Social Emotional Learning opportunities the District is providing to the students. The Elementary School is finishing up with the Mindfulness activities this week. The faculty and staff have found several meaningful connections to Mindfulness. They have brought Mindfulness into the faculty and grade level meetings, digital citizenship conversations, all content areas, and even transition times. It is obvious that Mindfulness will continue to be a useful tool throughout the school year. They are looking forward to launching the second Super Strength, Growth Mindset. The District's shared definition of Growth Mindset is, "The belief that you can get better at anything with hard work and practice". Students will engage in Growth Mindset activities through November 16th.

Mrs. Volpicelli informed the Board that the Elementary School participated in their own version of Spirit Week during the first week of October. Ashley Green led a Spirit Committee in designating themes for each day of the week. Katie Spatola brought back "The Breakfast of Champions" and Elementary students were thrilled to be joined by High School athletes while they ate breakfast Friday morning. They also held a pep rally on Friday. There was a lot of adult and student participation during the pep rally. The cheerleaders performed during the pep rally as well.

Mrs. Volpicelli stated that the Elementary School has even more families participating in the Backpack Program this year with about 40 families enrolled at this point. The Southern Tier Food Bank is now offering snack boxes for students who do not have a snack. Kindergarten and 1st grade participate in shared snacks, but the rest of the grade levels will take advantage of this opportunity.

Mrs. Volpicelli informed the Board of a few upcoming events:

Author Visits- Eric Litwin (October 17th) and Katie Vaz (October 23rd)

Elementary Open House- October 24th

October Field Trips - 4th Grade to Taughannock Falls; Kindergarten to the Iron Kettle; 5th Grade to Head Over Heels Gymnastics

October 31st- Halloween Parade

Regular Meeting, October 18, 2018

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. The CSE department has four referrals in process.

Mrs. Carling listed a few updates on initiatives this year. She stated that the Integrated Co-Teaching is going very well. In regards to the Transition Portfolios, the High School teachers will be meeting with on October 24th to see where they are at and what we can do to help streamline the process. She stated that she will have more information on the Student Directed IEP's in the Spring.

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

Mrs. Nichols updated the Board on the data and curriculum meetings. She began facilitating the department and grade level meetings on September 20th. She is using the DataWise process to help teachers create an action plan or item that will increase student success and improve instructional practices. The process involves making predictions, reviewing student learning data, identifying Learner-Centered Problems, brainstorming root causes, translating the struggle into a Problem of Practice, and, ultimately creating an action plan. Mrs. Nichols provided the Board with examples of action plans. Meetings will conclude on October 16th and will give an overview of Kindergarten through Twelfth Grade.

Mrs. Nichols stated that on the October Early Release Day they split the K-12 faculty into 14 small groups to review the Healthy tenet, brainstorm current practices and share future "Possibilities". Mrs. Nichols would like to thank the 14 facilitators for leading the discussions. She included a copy of the Healthy tenet and the ten indicators. They are studying the Whole Child framework with the goal to become "OUR best version" of a Whole Child school. They also arranged meetings with all non-instructional staff to share the Healthy tenet with them. All of the conversations went well and Mrs. Nichols believes that everyone appreciated us taking the time to share this information with the "whole" school faculty and staff. Mrs. Nichols added that as stated previously, "we need to include the whole school in learning about what it means to be Whole Child."

Mrs. Nichols included the definition of The Whole Child Approach.

"The Whole Child Approach

The demands of the 21st century require a new approach to education to fully prepare students for college, career, and citizenship. Research, practice, and common sense confirm that a whole child approach to education will develop and prepare students for the challenges and opportunities of today and tomorrow by addressing students' comprehensive needs through the shared responsibility of students, families, schools, and communities.

ASCD's Whole Child approach is an effort to transition from a focus on narrowly defined academic achievement to one that promotes the long-term development and success of all children. A whole child approach ensures that each student is healthy, safe, engaged, supported, and challenged, and sets the standard for comprehensive, sustainable school improvement and provides for long-term student success. (ASCD, 2018)"

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

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

Mr. Gelder stated that a group of teachers representing each elementary grade level has been meeting to discuss digital citizenship. The initial strategy is to utilize the elementary school's behavior expectations of respectful, responsible, safe and caring as a basis for discussions with students regarding how they should behave in the digital world. The committee recognizes that parents play a major role in helping to support this digital citizenship initiative, but the District is under no illusions that they are prepared to do this without support. The goal is to provide parents with resources that supplement the discussions teachers will be having with students in the classroom. Additionally, Ben Taylor is continually looking for opportunities to reach out to students in grades 7-12, and Mr. Gelder believes that there are many opportunities to support the whole child initiative particularly in the realm of the digital world.

Mr. Gelder stated that Amy Monahan has a group of students that will be working to promote the great things happening in the District with a new Instagram account. Instagram was selected as the outlet for this initiative because it is what students are watching. An important component of this PR program is to highlight the students' role in conceiving of the concept and in content creation. Students will create posts to remind students, parents and community members of upcoming events and highlight the awesome work the students and staff are doing on a daily basis.

Regular Meeting, October 18, 2018

Ms. Monahan will review the content before it is posted to Instagram as a final “check” on the content. Students are also working to develop a short video recap of the week’s events to be shown in homeroom on Friday mornings. Ideally, students will film and edit the video on Thursday and have it ready for distribution the next day.

Mr. Gelder informed the Board of recent CNYRIC technology issues. He stated that he recently attended a meeting about the current cyber threats in the K-12 community hosted by CNYRIC in response to the denial of service attacks (DDOS) that have been affecting all of the CNYRIC districts. It provided an opportunity to think about the exposure to cyber attacks and how the schools can mitigate the risks. It also highlighted to him how lucky the District is for the work Mike Williams has done to build a robust, safe network that is less reliant on another supplier of services (CNYRIC). Since the beginning of the school year, while many of the districts in the region lost internet connectivity because of DDOS attacks at the Regional Information Center, the District has been operating mostly as normal with only minor disruptions to the student information system and accounting software. Mr. Gelder will be working with Mr. Williams to discuss how the District can further protect the network and keep valuable data safe.

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

Mr. Smith stated that the District has received one of the new school buses. A micro-bird wheelchair lift school bus was delivered the first week of October.

Mr. Smith stated that the buildings and grounds staff have had their hands full with yard work, and the extreme wet weather we have all been experiencing. They are starting to put away things from the summer and fall and getting prepared for the winter months.

Mr. Smith informed the Board that as the District looks at possibly selling the old bus garage property, they will need to identify areas that can be used for storage within the District. The old garage has been temporary space for capital project attic stock, and some other items being stored in there from the District. With the very poor condition of this structure, items stored there are being subjected to very wet and unfavorable conditions.

Network Administrators Report for September 2018 was submitted.

Superintendent Jeffrey Kisloski presented his report to the Board.

Mr. Kisloski stated that the appraisal for the bus garage is underway. A report on the value of the property should be available by the November meeting. In an effort to manage expectations, the appraiser's initial reaction to the property was not extremely positive. The condition of the roof is a major detractor. Even though the property will be sold “as is”, the appraised value will reflect the necessary repairs. Once the appraisal is received, the District can decide to take offers, contract with a real estate agent or advertise for sealed bids.

Mr. Kisloski stated that at the NYSCOSS conference, he attended a Rural Schools session that was very interesting and somewhat depressing. The topics of discussion were raised:

- 2020 census and the importance of upstate (all upstate) voting.
- The creation of “small but essential” school funding.
- Equity - NYS remains the best-funded school system and the most inequitable.
- Pre-K transportation funding
- Regional High Schools
- 4-day school week
- Digital Learning

Mr. Kisloski stated that Rural Schools is also promoting a shift of the talking points with all politicians from “How bad things are” to “What we could accomplish with equitable funding”.

Mr. Kisloski informed the Board that he and Mr. Aman are discussing a meeting with all coaches to discuss the District coaching philosophy as it applies to interactions with parents. They have not taken action yet, and this would only be one tool in a coach’s toolbox, but as District representatives, he wanted the Board to be aware of what the process and procedure may be if they are all in agreement.

Regular Meeting, October 18, 2018

Mr. Kisloski stated that he is in the process of contracting with Michael Dodd, attorney for Ferrara Fiorenza PC. Several years ago, Mr. Dodd did a workshop for NYSCOSS on streamlining Policy Manuals. This is something that Mr. Kisloski has been interested in for years, especially after some recent events at other school districts.

Board Comments:

Michael Blake thanked Katie Volpicelli and Kimberleigh Nichols for presenting the Passion Day information to the TST BOCES Executive Board.

Recognition of Visitors:

President Raymond Parmarter acknowledged there were no visitors present at this time.

Adjournment:

President Parmarter announced the meeting adjourned at 8:30 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board