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: Gary Henry, James Douglas, David King, Gwen Isham, and Brent Doane, as well as Superintendent Jeffrey Kisloski.

ADJOURN TO EXECUTIVE SESSION:
At 6:30 p.m., a motion was made by David King, 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 6:30 p.m., Holly Carling, Director of Special Education, entered executive session to discuss the CSE/CPSE reports. Mrs. Carling and Superintendent Kisloski exited executive session at 6:45 p.m. At 6:45 p.m., Kathryn Hinkle, Claims Auditor, entered executive session to discuss the Quarterly Claims Auditor report. Mrs. Hinkle exited executive session at 6:50 p.m. At 6:50 p.m., Superintendent Kisloski and Sydney Wade, Business Manager/Treasurer, entered executive session and exited at 7:05 p.m.

RETURN TO REGULAR SESSION:
At 7:05 p.m., Brent Doane made a motion, seconded by James Douglas, 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 Special Education Holly Carling, Director of Curriculum and Instruction Kimberleigh Nichols, Technology Integration Coordinator Matt Gelder, Director of Operations Bern Smith and Board Clerk Kathryn Hinkle.

CSE/CPSE REPORT APPROVED:
A motion was made by James Douglas, seconded by Gwen Isham, to approve the CSE/CPSE report, as presented. The motion carried unanimously.

MINUTES APPROVED:
A motion was made by James Douglas, seconded by Brent Doane, to approve the minutes of the Regular Meeting held on October 15, 2015, as presented. The motion carried unanimously.

Business Manager/Treasurer’s report to the Board.
Business Manager/Treasurer Sydney Wade was not present for the regular session of the meeting. A summary of her written report to the Board is as follows:
This month’s board packet includes the Treasurer’s Cash Report for August and September, September interest report, the August and September Scholarship funds report, the September financial reports, the September budget transfers and the Corrective Action Plan in response to the June 30, 2015 Management Letter Comments generated by the independent auditors.
Mrs. Wade is currently working with FEMA in the closeout process, which will likely be underway for many months to come. She was currently informed by FEMA that the scope change request for the flood mitigation work in the High School was approved and funded. The Business Office is working to understand all the nuances of the funding that has been granted, and will then begin the bid process for this work.
Mrs. Wade stated that the tax collection season has been wrapped up successfully for the 2015 year; all went well. TST BOCES was great throughout the process, as they have been in the past. Collections are consistent with prior years with an uncollected tax rate of just below 10%.

TREASURER’S REPORTS ACCEPTED:
A motion was made by James Douglas, seconded by Gwen Isham, to accept the Treasurer’s report, as presented. The motion carried unanimously.

APPROPRIATION TRANSFERS ACCEPTED:
A motion was made by David King, seconded by Brent Doane, to accept the Appropriation Transfers report, as presented. The motion carried unanimously.
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WARRANTS ACCEPTED:
A motion was made by James Douglas, seconded by Gwen Isham, to accept the following Warrants for October 2015, as presented: General Fund #18, Federal Fund #10, School Lunch Fund #6, and Capital Fund #4. The motion carried unanimously.

RECOGNITION OF VISITORS:
President Parmarter acknowledged the visitors present at this time. Representatives from TST BOCES gave a presentation on their Guide to Services for 2016-2017. Rana Anderson, Speech Teacher, and Pat Gillule, 6:1:1 Classroom Teacher, gave a presentation on some of the programs they have been working on with the Special Education students. Hope VanScoy, community member and TST BOCES Board Member, was also present, as well as a reporter from The Ithaca Times.

CONSENT AGENDA:
Upon the recommendation of Superintendent Kisloski, a motion was made by James Douglas, seconded by Gary Henry, to approve the following personnel items, pending fingerprint-supported criminal history background checks, where applicable*:

Recommended Appointments:
Approve the appointment of Kenneth Wagstaff, as Full-Time Custodial Worker, effective November 3, 2015 (retroactive), with salary at $8.75/hr and benefits in accordance with the 2015-2016 Candor Employees Unit Contract.

Approve the appointment of Kallie Garey, as a Long-Term Special Education Substitute Teacher for the 2015-2016 school year, effective October 29, 2015 (retroactive). Salary and benefits will be in accordance with the 2015-2016 Substitute Teacher Pay Schedule.

Approve the appointment of Pamela Forkey, as Part-Time Teacher Aide, effective November 20, 2015, with salary at $8.75/hr for hour hours worked, no benefits, in accordance with the 2015-2016 Candor Employees Unit Contract.

Non-Instructional Substitutes:
Approve the appointment of Non-Instructional Substitutes for the 2015-2016 school year, with salaries in accordance with the 2015-2016 Non-Instructional Substitute Pay Schedule:

- Bridget Collins-Moffet*:
  Substitute Teacher Aide (EL & HS), Substitute Clerical (HS) and Substitute Attendance/Front Desk (HS)

- Lisa Munson*:
  Substitute Food Service Worker, Substitute Custodial Worker, Substitute Teacher Aide (EL & HS), Substitute Clerical (HS) and Substitute Attendance/Front Desk (HS).

- Heather Parkin*:
- Wanda Clemins*:
  Substitute Teacher Aide (EL & HS), Substitute Clerical Aide (HS), and Substitute Attendance/Front Desk (HS).

Substitute Teachers:
Approve the appointment of Substitute Teachers for the 2015-2016 school year, with salaries in accordance with the 2015-2016 Substitute Teacher Pay Schedule:

- Donald Burns* - HS Only
- Shaina Carrigan - EL, HS, & Special Education

Extra-Curricular Activities:
Approve the appointment of Extra-Curricular Activities positions for the 2015-2016 school year, with salaries in accordance with the 2015-2016 Extra-Curricular Activities Pay Schedule:
- Volunteers: **Brent Doane** – Basketball
  **Chad Rose** – Wrestling

**Commencement Ceremony Approved:**
Upon the recommendation of Superintendent Kisloski, approve the date and time for Commencement 2016 be Friday, June 24, 2016 at 7:00 p.m.

**Tax Collector Report 2015-2016 Accepted:**
Upon the recommendation of Superintendent Kisloski, accept the 2015-2016 Candor Central School Tax Collector’s Report, as submitted by Julie Kephart of TST BOCES, Tax Collector, and authorization for Raymond Parmarter, President of the Board of Education, to sign the same on behalf of the District.

**2016-2017 Unit Cost Methodology Approved:**
Approve the TST BOCES Unit Cost Methodology for 2016-2017, as presented.

The motion carried unanimously.

**Administrator Reports:**

**Jr/Sr High School Principal Wayne Aman’s summarized his report to the Board.**
Mr. Aman informed the Board that the Parent Portal will be open on Friday, November 20th. Teachers have been provided instructions as to their responsibilities regarding updating student work and grades, and a flyer was sent home to parents requesting updated email contact information. In the near future, instructions will be sent to students and parents on how to access the portal. This is one more way to keep the parents updated on their child’s academic progress. Mr. Aman thanked Matt Gelder for all of his help with the preparation involved with opening the Parent Portal.

Mr. Aman stated that the new programs are off to a great start. Ms. Colby Westervelt’s Medical Assistant course has 24 students enrolled, Mr. Nate Thomas’s Strength and Conditioning course has 23 students, and Mrs. Meredith Roessner and Mr. Ben Taylor’s Senior Seminar has 17 students. Mr. John Benjamin is utilizing the Paxton/Patterson Action Labs with all 7th and 8th grade Technology classes. This is a total of 111 students. The High School has three students attending the AP US History & AP English Composition courses at Spencer-Van Etten School District, and there are three Spencer-Van Etten students attending the Alternative School as their primary academic placement. The one program the High School has put on hold is the College Prep Math. It was difficult to fit into schedules last minute, so it will be an option during the initial course offerings for next year. Mr. Aman stated that he is very pleased with the success of the new course offerings this year. Mr. Aman thanked all of the teachers who have put in the hard work to make this success possible.

Mr. Aman commented that he is grateful for having all of the administrative support that has been available this year. He stated that during his High School Instructional Support Meetings, it is satisfying to have conversations that will yield action and positive results. Items such as data analysis, early release day activities, technology related idea and issues, and curriculum and standards alignment have been just some of the topics which have been discussed with appropriate follow through. He stated that Matt Gelder and Kim Nichols provide the energy and expertise to have thoughtful conversations about ways to improve teaching and learning, and the ability to effectively follow through with it. Mr. Aman added that he is very excited about the potential for improvement moving forward.

Mr. Aman informed the Board that he had a meeting with the junior class and discussed how to make their senior year more relevant. He stated that he would like to look in to developing an early college program at Candor High School. He would like to attempt to put together a college freshman year that met the criteria. Another idea that Mr. Aman shared with the Board is a program for students that geared them towards being career ready; possibly a half day work placement program.

Mr. Aman added that there was a tremendous amount of interest from the junior class in these possible programs.

Mr. Aman informed the Board of the upcoming concerts. The Senior High Band and Chorus Concert is December 9th at 7:00 p.m. and the Junior High Concert is on December 10th at 7:00 p.m.
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Director of Curriculum and Instruction Kimberleigh Nichols presented her report to the Board.

Mrs. Nichols updated the Board on important events for the elementary school. October 30th was the Annual Halloween Parade, November 3rd was the Kindergarten Bedtime Stories night, and Parent-Teacher Conferences will be held on November 23rd and 24th. This was the third year that the Kindergarten Bedtime Stories has been held. There were 13 or 14 parents present. On November 19th, the First Grade Make, Take and Educate is being held. This event gives the parents and idea as to what their student’s day is like. Mrs. Nichols thanked Holly Carling, Denise Ahart, Katie Volpicelli, Amy Shepardson and Yvonne Knickerbocker for helping to make these events run smoothly.

Mrs. Nichols spoke of the Jr/Sr High Data and Elementary Congruence Meetings. In addition to sharing state test data, the conversations generated thoughtful questions and ideas regarding the K-12 curriculum and instruction. Mrs. Nichols listed priorities that will be researched and focused on during the remainder of the year. Mrs. Nichols plans to meet with Fifth through Eighth grade science teachers to investigate the Next Generation Science Standards; review and re-align middle school science curriculum; research science kits to use in Fifth and Sixth grades; and, set goals for Kindergarten – Fourth Grade science curriculum review. Mrs. Nichols plans to invite Allison Peet, TST BOCES math instructional specialist, to meet with math teachers in the Kindergarten through Eighth grades. The NYS math module pacing guide will be reviewed and she will determine possible adjustments to the schedule and/or instructional content at each grade level.

Mrs. Nichols stated that everyone is excited to begin cross-building conversations that will eventually strengthen instructional programs.

Mrs. Nichols added that Denise Ahart and Alison Senter held the congruence meetings. Mrs. Nichols informed the Board that she is very thankful for the opportunity to attend the Expeditionary Learning National Conference. She added that she is excited to think about how to implement ideas that have been generated from the trip. She stated that she returned with ideas to enhance the instructional coaching and peer visits.

Mrs. Nichols stated that throughout the school year, the Early Release Day time will be used for PBL Check-Ins and Technology Tune-Ups. Matt Gelder organized ten different sessions (30 minutes each) for the teachers. A highlight was having faculty members in the role of presenter. During the PBL Check-Ins, teachers were able to share a brief summary of their project and had an opportunity to either share pros/cons or ask for suggestions. Based on feedback, teachers were appreciative of the on-going technology support and opportunity for professional dialogue regarding their projects.

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

Mrs. Carling commented that Pat Gillule and Rana Anderson did a great job on the presentation. The Special Education department continues to transfer students in and meet for re-evaluation reviews as they come up or to discuss program needs as they arise. She stated that almost the entire Special Education staff is involved in a three day training (throughout the school year) to learn how to better progress monitor the goals that have been set for each student.

Mrs. Carling, Cyndi Forbes, and Kathy Hinkle attended an IEP Direct training for the latest and greatest applications with the system.

Mrs. Carling and Kathy Hinkle attended a mandatory Medicaid training.

Mrs. Carling attended a Turnkey Training on November 12th for Behavior Basics for Teacher Aides.

Technology Integration Coordinator Matt Gelder summarized his report to the Board.

Mr. Gelder stated that teachers in the middle/high school have had the opportunity to learn more about the Parent/Student portal in SIS Gradebook. On November 20th, the District will share the link to the portal on the candorcsd.org website with parents and students so that they can access their grades. A letter has been sent home to request updated email addresses for parents and will send out a school messenger to encourage them to update their email. This information is also on the website. Teachers will ensure that their grades are current every two weeks to coincide with the sports academic accountability program. This will be a great addition to the communications with parents.

Mr. Gelder updated the Board on the District Technology Plan/Smart Schools Bond Act. The district technology plan shared with the board in October was accepted and approved by NYSED. There are still many things that are up in the air with the Smart Schools Bond Act.
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The District is taking a cautious approach while an Investment Plan is being developed and will wait to learn about the experiences of other districts as they move through this process.

Mr. Gelder stated that the November ERD provided a great opportunity to connect with teachers about their PBL units and build the capacity of technology leaders by giving teachers time to explore new technology tools. The teachers were provided with the opportunity to take two half hour workshops depending upon their interest in a variety of technology tools. This was a great way for teachers to share their expertise and learn from each other about tech tools that they could use in their classes. The feedback from the exit survey has been overwhelmingly positive with the recognition of how valuable the time is that the teachers have been given to work together and share ideas about their PBL units and technology.

Mr. Gelder stated that he would like to thank the following teachers for stepping up to lead workshops: Neil Farley, Kim Nichols, Amy Snell, Ashley Green, Laura Preston, Kevin Jester, Ben Taylor, Laura Wayson, Dawn Larson, Mark Burrell, Becky Aman, Wendy Watkins, and Sara Loomis.

Mr. Gelder informed the Board that the addition of chromebooks in the district has lead to the need to upgrade the district’s Wi-Fi to support a more user heavy environment. This upgrade is happening in stages throughout the district and should be completed district wide by the end of the year.

Mr. Gelder added that eight people will be going to the NYSCATE conference November 22nd – 24th. This will give them the opportunity to sit down and talk about where the district can go with technology.

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

Mr. Smith stated that he and Superintendent Kisloski met with Kevin Noble from the Town of Candor Highway Department to discuss how their recent budget cuts are going to affect the plowing and salting efforts this winter. They decided on a plan that would work best when there is a need to close school early due to the weather.

Mr. Smith informed the Board that the sports and extra trips are going without issue.

Mr. Smith spoke with a bus salesman from Leonard Bus Sales. They went over a few items on the new buses that he feels could use some attention. He stated that overall the new school buses are fine.

Mr. Smith informed the Board that Greg Nichols had another flawless DOT bus inspection.

Mr. Smith stated that he has recently hired a custodian to fill one of the last vacancies within the district. The custodians can now concentrate on the duties at hand with a full team. With the addition of the two new classrooms, new entrances, and new administrative areas, the district may need to look at an additional second shift cleaner to split shifts between the buildings. This would allow another person to help with the increased cleaning square footages, as well as set up/tear downs with the gym areas. The adult education programs have also added the cleaning responsibilities for our second shift custodians at the high school.

Mr. Smith spoke of the possible professional development program for the custodians that will be held annually through TST BOCES.

Mr. Smith informed the Board that Northeast Plate Glass has started the window replacement project. This is being done on second shift.

Mr. Smith commented that the architects and engineers at Highland Associates have done a great job and have been very thorough. He added that A.W. Farrell Roofing did a tremendous job on the roof.

Network Administrator’s Log for October 2015 was submitted.

Superintendent Jeffrey Kisloski presented his report to the Board.

Superintendent Kisloski stated that several staff members had a valuable and productive trip to the Expeditionary Learning Conference in the last week of October. The conference was a great reinforcement of many of the initiatives that have been started. The work on Project Based Learning, the Senior Seminar and the effort directed toward creating Leaders of Their Own Learning has set a great foundation for E.L. work. Superintendent Kisloski stated that he came back with a notebook of eleven ideas that he believe can be utilized to improve current programs. The Administration team continues to meet to review, enhance and implement new ideas. One specific program that interests the team is the extensive Instructional Support Teacher program and “Demonstration Classrooms” that Brockport is implementing as an E.L. school. Superintendent Kisloski stated that the District’s Technology Plan and the Annual Professional Performance Review waiver have both been accepted by S.E.D. since the last meeting.
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Superintendent Kisloski thanked Matt Gelder and the technology committee for their work on the Tech Plan, as well as Kim Nichols and the Faculty Association representatives for their collaborative work on the APPR decision and submission.

Superintendent Kisloski informed the Board that last week, Meredith Roessner and Aria French stopped him in the hallway to tell him about their collaboration on an art project that incorporates student’s archetypes (a term that describes your personality type from the Discovering Leadership work with students and staff) into their work. They seemed very excited and he is looking forward to their comments and viewing the students work upon completion.

Superintendent Kisloski commented that the administrative team is spectacular. He added that traveling to the seminars has been great – going out and learning ideas and bringing in new programs.

Board Comments:
James Douglas wished everyone a Happy Thanksgiving.
Gwen Isham commented that she checked out the new school website and that she could tell that technology was being used. She recently had a tour of the TST BOCES campus and stated that there is a lot of nice things going on.
Superintendent Kisloski commented that BOCES is running the best it ever has.
Gwen Isham informed the Board that Technology teacher Steve Lindridge is presenting at the next TST BOCES Executive Board meeting on December 11th.

Recognition of Visitors:
President Raymond Parmarter acknowledged the visitors present. Hope VanScoy commented that she has been hearing very positive comments throughout the community. The public is very thankful for the great things happening at the school.

Adjournment:
President Parmarter announced the meeting adjourned at 9:09 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board