

Board of Education, Regular Meeting
Thursday, June 19, 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 6:25 p.m., with the following additional board members present: Gary Henry, Brent Doane, Michael Blake, Hannah Murray, and Josh Soper, as well as Superintendent Jeffrey Kisloski.

ADJOURN TO EXECUTIVE SESSION:

At 6:25 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 6:30 p.m., Wayne Aman, Jr /Sr High School Principal, entered executive session to discuss the sports mergers for the fall. Mr. Aman exited the meeting at 6:45 p.m.

RETURN TO REGULAR SESSION:

At 7:04 p.m., Brent Doane made a motion, seconded by Gary Henry, to return to regular session. The motion carried unanimously. All board members listed above were present, as well as: Superintendent Jeffrey Kisloski, Elementary Principal Katie Volpicelli, Director of Curriculum & Instruction Kimberleigh Nichols, Director of Operations Bern Smith, Business Manager/Treasurer Sydney Wade, and Board Clerk Kathlyn Hinkle.

CSE/CPSE REPORTS APPROVED:

A motion was made by Gary Henry, seconded by Michael Blake, to accept the CSE/CPSE Reports, as presented. The motion carried unanimously.

MINUTES APPROVED:

A motion was made by Gary Henry, seconded by Hannah Murray, to approve the minutes of the Regular Meeting held on May 17, 2018, as presented. The motion carried unanimously.

Business Manager/Treasurer Sydney Wade presented her report to the Board.

Mrs. Wade informed the Board that this month's reports include the budget transfers and the financials (trial balances, statements of revenue and statements of expenditures) for all funds.

Mrs. Wade updated the Board on the District's financial status. Through the end of May, the District has collected \$16.567 million of revenues in the General Fund. The bulk of the revenues has been collected, though there is approximately \$600,000 of State Aid remaining to be collected, and Mrs. Wade will also transfer excess funds from the Debt Service Fund to the General Fund of \$125,000. Through the end of May, the District has expended approximately \$11.5 million of the \$18.756 million budget. The bulk of the remaining funds to be expended will go towards salaries and benefits (\$1.25 million), debt service (\$2.3 million), BOCES (\$1.9 million) and Teacher's Retirement System (\$600,000).

Mrs. Wade informed the Board that the IRS has issued a statement essentially saying that it will issue a statement regarding the charitable contribution funds. The statement has not yet been released, though it is expected to largely declare that the charitable contributions made to these funds will not be able to be considered charitable contributions.

Mrs. Wade informed the Board of a change in health insurance coverage in 2019. She stated that after two years of large increases (19% and 18%) and a mid-year rate increase of 8% in the 2017-2018 school year in the NY44 Health Benefits Trust (through Erie 1 BOCES), the District has sought alternative health insurance options for coverage for the employees. In conjunction with the health insurance consultant to the District, Mrs. Wade and Gina Currie, the District's Payroll and Benefits Clerk, have obtained proposals for coverage. They have identified one proposal that provides similar coverage to the NY44 health insurance plan at a lower cost to the District. They are currently working with the bargaining units and faculty to notify NY44 of the intent to exit the Trust. Mrs. Wade stated that health insurance is a sensitive topic, and they are being very thoughtful of their choice of an advantageous health insurance option for the employees, while also being responsible to the District and to the taxpayers regarding the cost of the insurance.

Mrs. Wade informed the Board of the BAN (Bond Anticipation Note) renewal. On June 13th, the District's fiscal advisors conducted the final BAN sale/renewal for the debt related to the capital project.

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The District received a favorable rate from JP Morgan Chase of 1.8226%, which is comparable, and slightly better than, other BANs that have been issued recently to other school districts, according to the fiscal advisor. Mrs. Wade stated that last year, the District's BAN renewal rate was 1.195%. The increased interest rate (which is less favorable) from last year is due to the upswing in the economy. Mrs. Wade added that next year, the District will go with a bond, which will be paid over fifteen years.

REPORTS:

A motion was made by Gary Henry, seconded by Michael Blake, to accept the Appropriation Reports for May, as presented. The motion carried unanimously.

WARRANTS ACCEPTED:

A motion was made by Gary Henry, seconded by Josh Soper, to accept the following Warrants for May 2018, as presented: General Fund #57, School Lunch Fund #30, Federal Fund #30, and Capital Fund #11. The motion carried unanimously.

RECOGNITION OF VISITORS:

President Parmarter acknowledged the visitors present at this time, community members Hope Van Scoy, Lucas Haus, Amanda Carr, and Rebecca Lyon.

CONSENT AGENDA:

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

Resignation(s)/Retirement:

Accepted the resignation of **Cheryl Spicer**, due to retirement, as Part-Time Teacher Aide, effective June 22, 2018, with regret.

Accepted the resignation of **Katie Eaton**, as Part-Time Teacher Aide, effective June 22, 2018, with regret.

Accepted the resignation of **Shannon Schweiger**, as Part-Time Teacher Aide, effective June 22, 2018, with regret.

Accepted the resignation of **Esther Woods**, as Elementary School Nurse, effective August 31, 2018, with regret.

Recommended Appointments:

Approved the appointment of **Dixie White**, as a Summer 1:1 Aide for Camp Ahwaga, Owego NY, effective July 2nd - August 9th, 2018.

Approved the list of *Summer Bus Drivers & Bus Aides* as follows, based on seniority:

Bus Drivers:

Connie Jordan – Smith School
Boyd Andrews – Camp Ahwaga
Sandy Blinn – Upward Bound/Cornell

Substitute Bus Drivers:

Sandy Blinn
Elizabeth Hatton

Bus Aides:

Dixie White – Camp Ahwaga
Gary Jordan – Smith School
Kathy Wagstaff (Substitute)

Approved the appointment of *Extra-Curricular Activities Positions* for the 2018-2019 school year, as presented, with salaries in accordance with the 2018-2019 Extra-Curricular Activities Pay Schedule.

Tenure Appointments

Upon the recommendation of Superintendent Kisloski, tenure was granted to the following, effective July 1, 2018:

- **Kathryn Volpicelli**, Elementary Principal
- **Lauren Rocker**, Elementary Teacher
- **Bree Zogaria**, Physical Education Teacher

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Summer Hours for Aides:

Approved of additional summer Professional Development hours for the elementary attendance aide and teacher aides, (up to 30). The training will be paid through Title I funding. The training will not be mandatory.

Summer Hours for Elementary Nurse:

Approved of an additional two paid days, eight hours each, of employment for the Elementary School Nurse to be taken in late August. The time will be used to meet with parents of special needs children to review health care plans and to prepare for meetings with faculty and staff who will be working with these students, as well as performing various other tasks that need to be done before the start of school, since there is not sufficient time to do these tasks once school starts. Compensation for these additional hours will be at the nurse's regular hourly rate of pay and has been allocated in the budget for 2018-2019.

Transportation Request - Denial:

A request was submitted for transportation for *Clara D. Jordan* to the North Spencer Christian Academy, located at 721 Ithaca Road, Spencer. Upon the recommendation of Superintendent Kisloski, the Board denied transportation due to the fact that the mileage calculated from the Jordan residence to the school is 17.0 miles, which exceeds the 15 mile limit.

Contract for Health & Welfare Services - Ithaca City School District:

Approved the 2017-2018 Health and Welfare Services contract for the Ithaca City School District, as presented, and authorize the President of the Board of Education and the Superintendent of Schools to sign the same on the District's behalf.

Acceptance of Scholarship Fund Meeting Minutes:

Accepted the 2018 Scholarship Fund report and meeting minutes, as presented.

Student Technology Helpers:

Approved the appointment of three students as Student Technology Helpers. The students will work approximately 6 hours per day, for 10-15 days, (up to 90 hours at \$10.40/hr) during the summer of 2018. The students are ***Owen Parillo, Chloe Kidney, and Matthew Suttmeier.***

Funding of Workers' Compensation Reserve:

Approved the funding of the Workers' Compensation Reserve with the following resolution:

"WHEREAS, the Candor Central School District has established a Workers' Compensation Reserve Fund to pay for certain compensation benefits and other expenditures authorized by Article 2 of the Workers' Compensation Law, and for payment of expenditures of administering this self-insurance program at the Candor Central School District; and

WHEREAS, the Workers' Compensation Reserve Fund may be used to fund the annual contribution, and may continue to be used in the future;

NOW THEREFORE, BE IT RESOLVED, to authorize funding the Workers' Compensation Reserve Fund for \$100,000."

The motion for all consent agenda items was unanimous.

Business Manager/Treasurer Sydney Wade exited regular session at 7:39 p.m.

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 shared a summary of TC3 CollegeNow credits that the senior class has earned. The Class of 2018 earned 697 credits through the College Now program. Adding the 36 credits earned through Corning Community College by the students who attended AP US History / AP English Composition at SVE, the total credits earned were 733.

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Using SUNY Cortland tuition as a benchmark, the students will have saved:

733 credits x \$286 / credit = **\$ 209,638**

- This does not include room and board savings from earlier college completion.

Mr. Aman stated that he is always amazed by the financial savings being offered to the families in the community through the *CollegeNow* program. He applauds the students who take advantage of this opportunity, and thanks TC3 for continuing to support this program for area high schools. Mr. Aman would also like to congratulate the *Early College Program* completers. Due to completion of this rigorous program, the High School has some of the highest college credit totals of any graduates from Candor.

Mr. Aman informed the Board of a noteworthy accomplishment by one of the Early College Program students. Kolyn Blinn officially earned his Associate's Degree from TC3 in May, making him the first student from Candor to receive his college diploma prior to his high school diploma. Congratulations Kolyn!

Mr. Aman provided the Board with a copy of recently released graduation rate data. This data is from 2016-17. He included data from comparable school districts in the area.

Mr. Aman provided the Board with a copy of the minutes from a recent Steering Committee meeting with Spencer-VanEtten.

Elementary Principal Katie Volpicelli presented her report to the Board.

Mrs. Volpicelli informed the Board of a change with the 40 Week Report Cards procedure. This spring, classroom teachers engaged in great conversations regarding whether student placements for the following school year should be included on report cards. Teachers were concerned that students focus too much on who their teacher will be along with finding out who else will be their class. Students become consumed with this news instead of enjoying their last day of school. After many conversations, the Elementary staff decided to continue to include the names, but mail report cards home. This will lessen the distractions on the last day of school.

Mrs. Volpicelli updated the Board on the summer food programs. She stated that as they were in the process of enrolling families to pick up weekly food bags this summer, another program was brought to their attention. Tioga Opportunities and Mike Eaton from Allen Memorial Baptist Church are working together to create a lunch program that includes an activity. All children in the Candor community are invited to the church for one hour Monday-Thursday to enjoy an activity and free lunch. In addition, the food bank is able to deliver food bags to families who are lacking transportation. Mrs. Volpicelli is pleased to see the joining of forces to provide resources for Candor students and happy to help communicate the opportunities to the families who will benefit most.

Mrs. Volpicelli stated that the Elementary held another day of Kindergarten registration on June 14th. Adding eight additional students brings us to a total of 57 incoming Kindergartners.

Mr. Volpicelli spoke of student retention. She stated that every year school staff is faced with difficult decisions regarding whether to retain or promote certain students. The committee meets several times and carefully considers the individual students referred for possible retention. Academic plans and goals are created and shared with parents during this process. The committee considers academic progress, age, maturity, possibility of a learning disability, attendance, and attention. Mrs. Volpicelli provided a chart that shows that the year immediately following retention a student is more likely to be on grade level. However, in subsequent years students tend to fall behind and/or become classified. Mrs. Volpicelli plans to share this information with the retention committee next year.

Year	Students Referred	Students Retained	Still in Candor	On Grade Level	Classified
2013-2014	8	4	2/4 = 50%	0/2 = 0%	2/2 = 100%
2014-2015	10	7	5/7 = 71%	0/5 = 0%	2/5 = 40%
2015-2016	9	2	2/2 = 100%	0/2 = 0%	0/2 = 0%
2016-2017	8	4	3/6 = 50%	2/3 = 67%	1/3 = 33%
2017-2018	7	6			

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Director of Special Education Holly Carling's report to the Board.

Mrs. Carling was not present for the meeting. A summary of her written report to the Board is as follows. Mrs. Carling provided the Board with the recent numbers for committee meetings, parent presence, classified students, and out of district placements. She stated that five students will be attending summer school at TST BOCES for extended school year services (two of those are just beginning there and will continue in the fall) Seven students will be attending Camp Ahwaga's day program in Owego. One of the students is an incoming Kindergartener.

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

Mrs. Nichols spoke of the Social Emotional Learning (SEL) Curriculum. On June 8th, Karlie Both, Sara Loomis, Katie Volpicelli, Beth Gance-Virkler and Mrs. Nichols met for an SEL planning day. Earlier in the year a larger committee gathered, representative of the K-6 faculty, to discuss character traits aligned to the district mission, vision and goals; possible programs, and implementation ideas. During the planning day on June 8th, the committee identified five character traits to focus on throughout the year, consistent definitions for each character trait and an implementation schedule for the 2018 - 2019 school year. Over the summer, the committee will create learning targets for each character trait and a list/menu of lesson ideas, activities and other resources to be used by grade levels throughout the year.

Mrs. Nichols stated that next year, the elementary school will begin a four-year science kit implementation plan (one kit per year for four years). The District will collaborate with OCM BOCES and be provided Smithsonian Institute science kits. On June 13th, the K-6 teachers participated in a virtual science kit overview and demo, presented by Jessica Whisher-Hehl, who is the Science Instruction Support liaison for OCM BOCES. Each grade level will introduce one science kit next year. For grades Kindergarten through third, one ELA Listening and Learning (read-aloud) module will be replaced by a science kit. Grades 4 - 6 already have time allotted within their schedules for science instruction. Each classroom will receive their own kit. Each grade level will receive "in-time" professional development from BOCES, within the two weeks prior to their introducing the kit to their students. The staff is looking forward to this opportunity to provide the students with more exciting hands-on learning.

Mrs. Nichols informed the Board that again this year, the District will be offering district-led professional development. Each teacher has been invited to participate in a two-day training (plus one-day grade level/department day). They have spread the training over 3 sessions, taking place June 25 & 26, June 27 & 28, and July 16 & 17. There are currently 59 teachers enrolled. The focus will continue to be on the driving question of "How do we prepare our students for their future, not our past?" Topics and activities this year will include Project Based Learning (PBL); Design Challenges; Technology Tips; and, Digital Citizenship.

Mrs. Nichols stated that she and Beth Gance-Virkler will meet prior to end of the year with the Jr. High teacher teams to discuss the continuation of the congruence plan for the 2018-2019 school year. Mrs. Gance-Virkler is proposing each grade level meet quarterly for a half day to discuss individual students and their needs. They will also be implementing a benchmark assessment/progress monitoring system for both ELA and math. Each quarter, all seventh and eighth grade students will take the SRI (Scholastic Reading Inventory) and EZ-CBM Math. This will help determine areas of need in foundational skills. They are also pursuing personalized learning tools (i.e. PLATO lab) for students to use as they work on targeted areas. The teachers have been receptive to this plan and helped brainstorm ideas for its implementation and follow-through.

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

Mr. Gelder was not present for the meeting. A summary of his written report to the Board is as follows. Mr. Gelder updated the Board on the student Chromebooks. The first year of a 1:1 program for students in grades 9-12 was very successful. Ben Taylor, Neil Farley and Mr. Gelder have been busy collecting the 219 devices issued to students. They are currently only missing two devices from students currently enrolled in the district and four from students who left the district. The summer student tech crew will spend time inventorying, cleaning, and fixing any devices that are in need of minor repairs. The one area of improvement for next year will be to develop a plan for getting devices returned from students who leave the district midyear. Mr. Gelder will be meeting with Wayne Aman and the guidance department to brainstorm ideas for getting devices returned from students who often "disappear" from the district, but there will always be situations where they will be unable to recover missing devices.

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Mr. Gelder stated that the numbers speak for themselves in terms of the success of this program.

Chromebooks Issued 219

Chromebooks Unaccounted - 6 (4 from students who left the district)

Broken Screens - 18 (9 recently returned broken, 9 damaged during the school year)

Barring financial hardship, students are billed for the cost of screen repairs and will not be reissued their device unless payment is received. Students on free and reduced lunch who are unable to pay for a screen replacement will have their device repaired once at the district's expense and if the device is broken again they will be issued a Chromebook on a daily basis from the library. The library loaner Chromebooks have been retired from the 1:1 inventory because they have minor issues like a missing key or inoperable batteries requiring students to plug their device in during class. Of the nine devices that had broken screens throughout the year, the District received payment on five of them. Mr. Gelder expects a similar or higher ratio of payments on the devices that were recently returned. Mr. Gelder added that the 8% damage rate and 2% loss rate is well below his planned estimate and that he has heard anecdotally from other districts that are in the 15% and 5% range respectively. He is hopeful that Candor will remain at or below other district's repair/loss rates. Mr. Gelder gave the Board information on the Summer Student Tech Workers. He stated that the addition of Chromebooks, iPads, new classroom technology, and now digital signage in each building necessitates the need for more hands to help maintain the technology that the schools depend upon. There will be three students working this summer to ensure that the technology resources are ready for teachers and students in the fall. This is a great opportunity for students to gain experience and provide a much-needed service to the district. Mr. Gelder would like to thank Superintendent Jeff Kisloski and the Board for their continued support of the human resources needed to support the District's technology.

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

Mr. Smith stated that the Seabreeze field trip is done which signals the end of the school year. Regents testing has started; graduation mats to protect the stadium have been ordered and delivered as the District prepares for yet another Candor graduation. Summer bus routes and driver assignments are in and will start soon as well as driver education.

Mr. Smith stated that the grounds department is trying to keep up with mowing. The C & D dumpster will be dropped off after graduation, and then the District summer work will commence.

The concrete replacement at each building front end should start the Monday after graduation. There are several punch list items left, but the Capital project should be completed soon and the District can move ahead. LeChase Construction, Binghamton Plate Glass, and Whitmore Fence will all be on campus over the summer finishing up.

Network Administrator's Log for May 2018 was submitted.

Superintendent Jeffrey Kisloski presented his report to the Board.

Mr. Kisloski stated that he has begun the meetings with Gary Henry and Hunt Engineering regarding the Smart School Bond Act. The initial meeting was specific to renovating rooms for Pre-K space. On June 18th, they met to discuss Instructional Technology. At this point, the District expects to use the SSBA money in stages rather than all at once, with Pre-K being the first phase of the project and technology to follow. There is a tentative plan to have a meeting before the August Board meeting as a required step in the SSBA planning process.

Mr. Kisloski stated that the end of year activities make the end of the year very busy, but the summer will also be very busy. Project Based Learning training and the Teacher Leadership Academy are two important elements of the summer that truly help shape the Candor District. The planning and preparation for these events are substantial and Mr. Kisloski appreciates everyone's hard work on these important events.

Mr. Kisloski informed the Board that he has been notified that Candor is one of fifteen schools in New York State selected for a Comptrollers Safety Audit.

Mr. Kisloski stated that beginning with the 2018-2019 school year, the District will be renting the upstairs space of the Grace Bible Church on Owego Road (previously the Masonic Lodge building) for the Alternative School.

Mr. Kisloski thanked Board Member Gary Henry for his service to the Candor School District.

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Board Comments:

Josh Soper stated that he has one year down. He stated that he has learned a lot and thanked everyone for the opportunity.

Michael Blake asked Mr. Kisloski and Mrs. Nichols if they could attend the September TST BOCES Executive Board meeting to share the Passion Day 2018 activities information. Mr. Blake congratulated Katie Volpicelli, Lauren Rocker, and Bree Zogaria on being granted tenure. Mr. Blake stated that he is sad to see Gary Henry leave the Board; he has done a great job on the Board.

Brent Doane commented that everyone has done a great job for another great year.

Raymond Parmarter stated that he received a great letter in regards to Stephen Lindridge. He informed Katie Volpicelli that he attended the 6th Grade Moving Up ceremony and thought it was great.

Recognition of Visitors:

President Raymond Parmarter acknowledged the visitors present. Hope VanScoy commented that she is very proud of everyone in the District. Rebecca Lyon thanked Katie Volpicelli and Kimberleigh Nichols for a great year for the Elementary. She has a child in second grade and she had a great year with a great teacher.

Adjournment:

President Parmarter announced the meeting adjourned at 8:46 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Board Clerk