

MINUTES OF BOARD OF EDUCATION MEETING – June 17, 2019

MEMBERS PRESENT

Dr. Corcoran
Mr. Dawe
Mrs. Murphy
Mrs. Petrosillo
Mrs. Rhodes
Mrs. Rivera-Ortiz
Mrs. Tyson
Mr. Van Schaick
Mrs. Woodcock Dettor

MEMBERS ABSENT

ADMINISTRATION PRESENT

Dr. Smith, Superintendent of Schools
Mr. Decker, School Business Administrator
Mr. Reyes, Asst. Superintendent of Schools

Mrs. Petrosillo called the meeting to order at 7:00 p.m. in the District Office. Others in attendance were Anastasia Arriaga, Caroline Tuck, Ann Wright, Lori DeForest, Will Guisbond, Rachel Wagner, Christiana Semabia, Karine Kirne, and Mike Fitzpatrick.

Dr. Corcoran motioned and Mrs. Tyson seconded the addition of Board Recognition to the Agenda.

Motion carried (7-0-0).

Mr. Van Schaick moved and Mrs. Murphy seconded the decoupling of the personnel recommendations to the end of the meeting.

Motion carried (7-0-0).

Mrs. Rivera-Ortiz and Mrs. Rhodes joined the meeting at 7:02 p.m.

Board Recognition

Mr. Charles Borgognoni, Executive Director of the Central New York School Boards Association presented Mrs. Murphy, Mrs. Tyson, Mr. Van Schaick and Mr. Dawe with a token of gratitude for their time given on behalf of the school district, community and public education. He thanked each of the exiting board members.

Community Comment Time #1

No comments.

Minutes of June 3, 2019 Meeting

Mrs. Rivera-Ortiz provided numerous additions to the minutes. Mrs. Petrosillo also provided additions/amendments. *(The amendments have been made to the minutes.)*

Mrs. Murphy asked to let the record show that she thanked Tish Hauser for her hard work with the minutes

Mrs. Rhodes moved and Dr. Corcoran seconded the approval of the minutes as amended.

Motion carried (9-0-0).

Warrants and Expense Report

Mrs. Rivera-Ortiz reviewed the warrants and expense report and moved their acceptance, seconded by Mr. Van Schaick.

Motion carried (9-0-0).

Recommendations of the CPSE and CSE

Mrs. Murphy moved and Mr. Dawe seconded the acceptance of the recommendations of the Committee on Pre-School Special Education from their meetings on May 13, 16, 17, 20, 21, 22, 23, 30 and June 4, 2019 and the recommendations of the Committee on Special Education from their meetings April 24, 25, and May 8, 9, 10, 13, 14, 15, 16, 20, 21, 24 28, 29, 30, and June 3, 4, 6, 7, and 14, 2019.

Motion carried (7-2-0). Mrs. Rhodes and Mrs. Rivera-Ortiz opposed.

Mrs. Rivera-Ortiz asked if all CSE members that were approved on 7/19/18 have been trained. Mrs. Menapace confirmed that training had occurred throughout the year.

Mrs. Rivera-Ortiz stated that there are three things she needs to see done in order to approve recommendations; CSE member training, committee members present at CSE meetings and parents being partners in the process.

Dr. Smith stated that all parties in attendance are provided with parental rights and procedural safeguards.

Mrs. Rivera-Ortiz asked if parents understand the legalities and Mrs. Menapace responded yes, that most parents have been part of this process since their children were in preschool.

Mrs. Rhodes stated that they are getting closer to being able to approve the recommendations.

Superintendent's Personnel Recommendations

Mrs. Murphy moved and Mrs. Woodcock Dettor seconded the approval of the Superintendent's Personnel Recommendations as follows:

INSTRUCTIONAL

Name and position	Location	<u>Appointments</u> Annual Salary	Cert	Effective
Nicole Piontkowski Second Language Teacher Probationary Appointment (4 yrs) Replacing S. Pacilio	Middle School		Init. Spanish 7-12	09/03/19
Megan Keukelaar School Psychologist Probationary Appointment (3 yrs) Replacing E. Steele	JES		Perm School Psych.	09/03/19

Mary Conroy CSE Chair Part-time (.25)	District Non-publics	Perm SDA	8/19/19-6/26/20
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Extra duty assignments/extended teaching 2018-2019

Intramural Coaching

Name	Assignment	Stipend
Dan Glazier	Coach Substitute	
Sarah Levesque	Indoor Soccer Tournament	
Mitzi Longway	Indoor Soccer Tournament	
Pat Sawatzke	Indoor Soccer Tournament	

Extra duty assignments/extended teaching 2018/2019

Coaching – Spring

Name	Assignment	Stipend
Jamie Archer	Extended Season – Boys Varsity Lacrosse (Head Coach)	
Jeffrey Ike	Extended Season – Boys Varsity Lacrosse (Asst. Coach)	
Solomon Bliss	Extended Season – Boys Varsity Lacrosse (Asst. Coach)	
Stephanie Rice	Extended Season – Girls Varsity Lacrosse (Head Coach)	
Jeffrey Matt	Extended Season – Girls Varsity Lacrosse (Asst. Coach)	
Megan Murphy	Extended Season – Girls Varsity Lacrosse (Asst. Coach)	
Ryan Dera	Extended Season – Varsity Baseball (Head Coach)	
Jeffrey Cantor	Extended Season – Varsity Softball (Head Coach)	
James Lawton	Extended Season – Girls Varsity Track (Head Coach)	
William Leberman	Extended Season – Girls Varsity Track (Asst. Coach)	
Michael Acchione	Extended Season – Boys Varsity Track (Head Coach)	
Emily Rowles	Extended Season – Boys Varsity Track (Asst. Coach)	
Joseph Tesori	Extended Season – Girls Varsity Golf (Head Coach)	
Eugene Sul	Extended Season – Girls Varsity Tennis (Head Coach)	
Paul Valentino	Extended Season – Boys Varsity Golf (Head Coach)	

Extra duty assignments/extended teaching 2019-2020

Jamesville Elementary

Name	Assignment	Stipend
Nicole Abdo	Textbook Coordinator	
Cindy Cobb	Bus Supervision (pm only)	
Karen Doss	Resource Leader	
Chris Gamlen	Bus Supervision (am & pm)	
Stephanie Sindoni	Student Supervisor	

Extra duty assignments/extended teaching 2019-2020

Moses-DeWitt Elementary

Name	Assignment	Stipend
Michelle Duffy	Resource Leader (50%)	
Kalli Essig	Bus Supervision (am & pm)	
Stacie Fitzgerald	Resource Leader (50%)	
Jodi Schwedes	Textbook Coordinator (50%)	
Christina Snow	Bus Supervision (am & pm)	

Susan Spinelli	Supervision of Parent Pick Up (split)
Melissa Vahey	Textbook Coordinator (50%)
Meryl Ziegler	Supervision of Parent Pick Up (split)

Extra duty assignments/extended teaching 2019-2020

Tecumseh Elementary

Name	Assignment	Stipend
Beck Abraham	Bus Supervision (pm only)	
Sue Brown	Bus Supervision (am & pm)	
Tina Bussone	Bus Supervision (am & pm)	
Cassi Crossman	Textbook Control	
Carri Moore	Bus Supervision (pm only)	
Dana Dietz	Resource Leader	

Request for Leave

Name and position	Location	Type of Leave	Effective
Marnie Moss Counselor	M.S.	Paid & FMLA	8/4/19 – 11/15/19

NONINSTRUCTIONAL

Appointments

Name and position	Location	Salary	Effective
Jeremy Edge Seasonal Grounds Worker	Maintenance	.	06/27/19
Mitzi Longway Sub Custodian/Summer Worker	Custodial Dept.		06/27/19
Tammy Noreault Sub Custodian/Summer Worker	Custodial Dept.		06/27/19
John Wheeler Sub Custodian/Summer Worker	Custodial Dept		06/27/19
Douglas Baldwin Substitute Custodian	Custodial Dept.		7/27/19

Change in Status

Name and position	Location	Reason	Effective
Katie Deehan Teacher Aide Involuntary Reduction	Middle School	From: Full-time To: 0 FTE	6/30/19

Alexander Way Teacher Aide Involuntary Reduction	Middle School	From: Full-time To: 0 FTE	06/30/19
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Kate Durkin Teacher Aide Involuntary Reduction	Tecumseh	From: Full-time To: 0 FTE	06/30/19
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Retirement

Name and position Douglas Baldwin High School Custodian	Location Custodial Dept.	Effective 7/26/19
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Resignation

Name and position Alanna Jones Full-time Teacher Aide	Location Middle School	Effective 6/27/19
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J. Michael Tierney School Bus Dispatcher	Transportation	07/12/19
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**ADDENDUM TO PERSONNEL CHANGES
June 17, 2019**

The following personnel changes are recommended by the Superintendent:

INSTRUCTIONAL

Name Karista Lewis Special Education Teacher	Location Middle School	<u>Resignation</u>	Effective 6/26/19
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NONINSTRUCTIONAL

Name Steve Dunn Seasonal Grounds Worker	Location Maintenance	<u>Appointments</u> Salary	Effective 06/27/19
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Mr. Van Schaick explained his conflict with a family member on the recommendations and indicated that he would abstain from voting.

There was discussion regarding why a copy of the new teachers' resumes were included in the packet as well as if we missed an opportunity to diversify our staff with these hires. Dr. Smith responded that we continue to work to diversify the staff.

Mrs. Rivera-Ortiz asked about teacher retention given the number of recent resignations and whether or not the district conducts exit interviews.

Dr. Smith responded that there are reasons for each resignation that can be explained and that teachers are generally not leaving to work in other districts.

Motion carried (6-2-1). Mrs. Rivera-Ortiz and Mrs. Rhodes opposed. Mr. Van Schaick abstained.

Approve 2019-2020 Board Meeting Calendar

Dr. Smith presented the Board with the 2019-2020 Board Meeting Calendar. After a discussion amongst the Board regarding the addition of Board retreats and public forums in lieu of regular meetings, it was decided that the summer meetings would be set for July 8, 2019 and August 26, 2019. Dr. Smith will rework the calendar and bring it back to the next meeting to be approved.

Dr. Corcoran moved and Mrs. Rivera-Ortiz seconded the approval of the summer meetings calendar to reflect the meeting dates of July 8 and August 26, 2019.

Motion carried (9-0-0).

Approve Annual Cooperative Bidding Resolution Notification

Dr. Corcoran moved and Mr. Van Schaick seconded the approval of the Annual Cooperative Bidding Resolution Notification with OCM BOCES. (See Supplemental Minutes).

Motion carried (9-0-0).

Approve 48 Month Service Contract with OCM BOCES for Network Printing Services

Mr. Dawe moved and Mrs. Rhodes seconded the approval of the 48 Month Service Contract with OCM BOCES for Network Printing Services. (See Supplemental Minutes).

Motion carried (9-0-0).

The Board questioned what our protocol is to secure information that is scanned. Mr. Decker stated that he did not know the protocol. The Board asked to look into it.

Dr. Smith stated the District will be appointing a Privacy Officer to work with BOCES to make sure students' personal identifiable information is secure.

New Board Policy # 1323 Students Serving as Ex-Officio Members of the School Board, 2nd Reading

Dr. Smith explained Policy #1323 being brought back for a second reading with changes. He explained the changes, adding a purpose statement and change in the language on how the student is to be chosen. It was agreed that the language would be changed in the third paragraph to read: *The ex-officio student member shall serve for only one year, shall be a high school senior, shall have attended such high school for at least two years prior to selection, and shall have been in good standing for a period of not less than two years prior to the appointment to the Board of Education.*

Dr. Smith stated that the *job description* for the student board member will be drafted for the August Board meeting.

Mrs. Murphy moved and Mrs. Woodcock Dettor seconded the approval of Board Policy 1323, Students Serving as Ex-Officio Members of the School Board.

Motion carried (9-0-0).

Potential Consideration for Future Meetings

Mrs. Petrosillo asked the Board if anyone had ideas for consideration at future meetings

- Coordination of calendar dates to be more mindful of religious celebrations

Mrs. Petrosillo reviewed potential consideration topics and their disposition.

SEL Report – Mrs. Menapace and Mr. Reyes

Mrs. Menapace and Mr. Reyes presented the Board with a report on work completed during the year to support students' social and emotional well-being. This report included benchmarks, timeline of work and guidance plan.

Dr. Smith commented that the state saw the need for more mental health support in the schools and provided school districts with guidance. The goal for this work is to provide a district-wide approach to address the unique needs at each building. He said that Mrs. Menapace and Mr. Reyes have done a great job to increase awareness of the needs of each building and the district as a whole.

The Board asked about lessons and how instruction would be integrated with other curriculum, if links to the outside resources would be available on the PPS website and if all staff will be CPI trained.

Mrs. Menapace responded that the goal is to have lessons embedded into daily instruction but respecting the fact that each building has unique needs. She added that links will be available on the website under Community Links. Mr. Reyes said a number of staff will be trained by fall and training will be ongoing.

The Board asked about where Trauma, Illness and Grief (TIG) will be addressed. Mrs. Menapace responded that many staff have attended Professional Development for Trauma Informed Schools, yet there are requests for more professional development in this area.

Superintendent's Report

Dr. Smith updated the Board on the Strategic Planning process, which will be facilitated by the Center for Professional Development and Educational Reform at the Warner's School of Education at the University of Rochester, led by Professor Lynne Erdle, a former Superintendent. This group has experience in helping districts create a plan that is transparent, inclusive, responsible and achievable.

The work will include the production of two reports, a performance report and a perception report. The perception report will be generated through engagement with various stakeholders, identifying key issues and critical needs for the district.

The Board asked when a draft of the plan would be completed and if the achievement data would be looked at through an equity lens. Dr. Smith responded in December and yes.

The Board asked how parents will be represented on the District Steering Committee and about the terms of such selections to the Committee. Dr. Smith said that the Committee is not set yet but he will bring back information about this.

Mrs. Murphy stated that Mr. Reyes is an excellent facilitator of the Steering Committee.

The Board asked about whether or not approval from the Institutional Review Board is necessary given the affiliation with the University of Rochester. The Board asked for examples of school districts that have used the center. Dr. Smith will check on that the human research question and provided Victor and Medina school districts as examples.

The Board asked about what is included in the cost, if the Board will receive a copy of the contract and whether they will have representation on the Steering Committee. Dr. Smith explained more about the process, that the Board is able to receive a copy of the contract and that they will have representation on the Committee.

Dr. Smith updated the Board on Kindergarten enrollment numbers. The current numbers are: JES – 62, MD – 42 and TEC – 52. These numbers suggest the number of sections of kindergarten at each school as, JES three to four sections, MD two to three sections and TEC three sections.

Dr. Smith updated the Board with the results of the results of the Middle School National French and Spanish Exams as well as recognized the J-D Athletic Program being named Athletic Program of the Year at the All CNY High School Sports Awards. He congratulated Mr. Goodson and staff, athletes, families and the Booster Club for this honor. Dr. Smith shared his experience at the recent 7th & 8th Band and Jazz Concert in which Mr. Greene had students (chosen randomly) improvise. Dr. Smith said the concert was wonderful and he received many positive emails from families. Dr. Smith updated the Board on upcoming events.

Dr. Smith was asked about the DEI update and he said it would be presented with results of his transition plan in August.

Board President's Report

Mrs. Petrosillo reported to the Board that she attended the JDFA Retirement Dinner and was happy to meet new teachers. She attended the High School concert at SU and said she was so impressed with the performance and the setting. She reported that the results of the Board self-evaluation will be covered at the retreat and lastly recognized the outgoing Board members, (Ginnie Murphy, Angie Tyson, Bruce Van Schaick and Ken Dawe) for their service, input, compassion, dedication and stepping in when needed.

Unfinished and Continuing Business

Mrs. Murphy reported that she attended the Booster Club Awards Dinner on behalf of the Board and was very impressed by all students including two that were honored by Section 3. She also attended the JDFA Retirement Dinner and congratulated all the retirees. Mrs. Murphy was interviewed by Middle School students for an assignment on school reform and was invited to be a judge in the Middle School's *Shark Tank*.

Mr. Van Schaick reported that he attended five Eagle Scout Ceremonies for J-D students. He said that he believes that these extra things, community service projects, show the bigger picture of the volunteer work completed by J-D students.

There was a discussion regarding the use of electric busses and if it should be a future agenda topic. Mr. Decker stated that the Finance Committee will address this issue.

The Board discussed questions regarding facilities and resources. Dr. Smith indicated that teachers as well as students should go through the building principal to communicate their concerns.

Mr. Decker thanked the PTG from each building for the breakfast that they put together for the Transportation Department. It was noted to thank the PTG's for all that they do.

Community Comment #2

Rachel Wagner commented on the SEL Report and thanked the Board for having and working on a plan. She asked if this plan uses race and trauma as a lens to support students with social and emotional needs. She talked about how schools are daily re-traumatizing students with trauma.

Christiana Semabia commented about the Steering Committee and the selection process and the SEL Report and asked what was being done to meet the needs of students of color.

At 9:57 p.m. Mrs. Rhodes moved and Mr. Dawe seconded the meeting be adjourned to executive session to discuss performance of specific staff.

Mrs. Woodcock Dettor left the meeting.

Motion carried (8-0-0).

Mrs. Woodcock Dettor returned.

At 10:47 p.m. Mrs. Rhodes moved and Mrs. Woodcock Dettor seconded Executive Session be adjourned.

Motion carried (9-0-0).

Mrs. Woodcock Dettor moved and Mr. Dawe seconded the approval of the Salary Recommendations of Non-Represented Staff.

Motion carried (9-0-0).

At 10:49 p.m. Mrs. Murphy moved and Mr. Van Schaick second the meeting be adjourned.

Motion carried (9-0-0).

Respectfully submitted,

Timothy Decker
Clerk of the Board

BOARD APPROVED: 7/8/19

