

MINUTES OF BOARD OF EDUCATION MEETING
April 14, 2009 - 7:00 P.M.
Honeoye Falls-Lima Central School District
High School Board of Education Conference Room
Honeoye Falls NY 14472

Board Members Present: President Richard Rasmussen, Chuck Allan, C. Harold Gaffin, Linda Hunt, Ronald Mendrick, Janet Somes, and Gary Stottler. Student representative Jyothi Purushotham was present.

Staff Members Present: Superintendent Dr. Michelle Kavanaugh, Allison Armstrong, Philip Burrows, Brian Donohue, Mike Koss, and Ed Johnson.

Others Present: *Per sign in sheets that are duly made a part of these minutes.*

1. Meeting Called to Order

President Rasmussen called the meeting to order at 7:00 p.m.

A. Board Members Absent: Vice President, Robert Willison and Shawn Krest.

2. Call for Executive Session

Motion by Mrs. Hunt, seconded by Mr. Mendrick, to move to Executive Session at 6:05 p.m. for the purpose of discussion of collective negotiations pursuant to Article 14 of the Civil Service Law and the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. **Approved** unanimously.

3. Return to Public Session

Motion by Mr. Mendrick, seconded by Mr. Gaffin, to return to Public Session at 7:07 p.m.

Approved unanimously.

4. Approval of Agenda

Motion by Mr. Mendrick, seconded by Mr. Stottler, to approve the agenda as presented. **Approved** unanimously.

5. Consensus Agenda

Motion by , seconded by , to approve the items designated as Consensus Agenda items.

A. Approval of Minutes of the March 24, 2009 and April 7, 2009 Board of Education Meetings

B. Approval of Personnel

APPROVAL OF SIXTH TEACHER ASSIGNMENT

AARON DECARLO Technology High School

Stipend: \$3,750 (as per teacher contract)

Effective: 1/30/09 – 6/30/09

Sixth Teaching Assignment (one semester and stipend is prorated)

TEACHING SUBSTITUTE APPOINTMENTS

EMILY PHILLIPS K-12 Tutor

408A Broadway
 Rochester, NY 14607

FIONA ROBERTSON K-12

513 French Road, Apt .1
 Rochester, NY 14618

J. HOLLY SMITH K-12 Tutor

10 Sibleyville Lane
 Honeoye Falls, NY 14472

NON-TEACHING RETIREMENT

SHEILA KOTWAS Bus Driver Transportation

349 Monroe Street
 Honeoye Falls, NY 14472

Effective: 6/26/09

EMERGENCY CONDITIONAL NON-TEACHING APPOINTMENT

ELIZABETH ALOUISA Secretary III Transportation

17 Yearling Drive
 Henrietta, NY 14467

Effective: 4/27/09

Salary: \$10.00/hr.

Permanent appointment pending full fingerprint clearance

NON-TEACHING APPOINTMENT

SCOTT VANHOUTER Custodian Buildings and Grounds

7211 West Main Road
 Lima, NY 14485

Salary: \$11.54/hr.

Effective: 4/15/09

NON-TEACHING TERMINATION

MARIA PUGLIESE 30 Papermill Street Honeoye Falls, NY 14472 Effective: 4/17/09	Provisional Secretary III	Transportation
<u>PERMANENT CIVIL SERVICE NON-TEACHING APPOINTMENT</u>		
GLORIA FURNAL Salary: \$13.37/hr. Effective: 2/18/09	Secretary III Civil Service Permanent Appointment	High School
<u>NON-TEACHING SUBSTITUTE APPOINTMENT</u>		
SHARYN ERICKSON 184 Ontario Street Honeoye Falls, NY 14472	Bus Monitor	Transportation
SHEILA KOTWAS 349 Monroe Street Honeoye Falls, NY 14472	Bus Driver	Transportation

Approved unanimously.

6. Open Forum

There was no discussion during the open forum period.

7a. New York State Team Scholar Athlete State Championship

HF-L Athletic Director, Brian Donohue, reported that the Girls and Boys Ski Teams were recognized for having the highest academic team averages in the state this winter. The girls' teams' cumulative average was 97.7%. The boys' teams' cumulative average was 95.7%. The ski coaches were introduced and the New York State Alpine Ski Coordinator, Dennis O'Brien expressed his honor to present this years' NYS team scholar athlete award, sharing the significance of the award and commented that HF-L is always outstanding in the area of sportsmanship. He shared that this is the 18th year of the award, which is sponsored by the Peoples Benefits Program. This is HF-L's first award win for the school district. HF-L is the seventh school in which both boys and girls achieved this honor in the same district. He recognized Section V girls champion, Kelly Burgart and Section V boys champion, Steve Zotter, who were both in attendance. Brian also recognized team scholar athletes: Girls: Jamie Wilkes, Kaylin Beiter, Emma Denton, Kelly Burgart, Hanna Barnes, Amelia Vogt, Alexandra Gilligan, Hillary Cox, Rebecca Terry, Taylor Washington, Katy Hall, Andrea Shaffer, Katy Dykes, Emily Wiegand, Lauren Jaenecke, Kari Forstrom, Margaret McGrane, Paesha Tuttle, Allison Hoh, Marigot Lustyk, Taylor Burgart, Erin Olin, Kristen Ferries, Molly Fitzsimmons, Sierra Sarkis, Heidi Bailey; and Boys: Chris Baldwin, Jiuru Li, Nick Asarese, Peter Newman, Peter Cannon, Steve Mangan, Trevor Wilkes, Nick Izzo, Joshua Wohfield, Colin Prato, Kevin Hoose, Kevin Pamper, Brad Denton, Constantine Deir, David Muir, Sean Corey, Cameron Held, Ethan Wickus, and Ryan Buckman. Coach, Bernie Gardner stated that the combined efforts of teachers, coaches, parents and community make achievement possible. He expressed his appreciation of the support received and the effort and dedication of the students. Dick Rasmussen, Board President congratulated the coaches and athletes and expressed gratitude for their hard work and effort and shared his philosophy that the combination of athletics and academics does make a person well rounded. He expressed his hope for continued success for all.

7b. 2009 Magna Award: "Creating Diversity Awareness"

Dick Rasmussen recently received the prestigious Magna Award for its Diversity Awareness efforts on behalf of the District. He shared that HF-L is one of just a few districts across the nation to receive the award. Dick handed out pins and passed around the magazine and plaque received, which will be displayed in the district. Dick shared that the cutting edge programs spoken about at the convention solidifies that HF-L is doing nearly all of what is happening in other districts, already.

7c. Visit from Monroe #1 BOCES, District Superintendent, Dan White and BOE Member, Christine DeTurck

Dr. Kavanaugh welcomed Monroe #1 BOCES Superintendent Dan White, for his first visit with the Board of Education. Dr. Kavanaugh stated that in a short period of time, Dan has been found to be an excellent leader. Dan commended the district for the Scholar and Magna awards received this evening. He reported on efforts that will be made under his administration, to include: earlier budget development, district contained services and improving internal instruction. Some procedure changes will be to back up the budgeting process and provide information to component districts in December. The long-range committee will continue to look at services for district basing. Dick Rasmussen thanked Dan and spoke about a tour at BOCES which took place last year and left Board members very impressed with how meaningful their programs are to students.

8. Board of Education Report

A. Announcements

Board member Linda Hunt spoke about the HS Robotics team and the structure of the organization. Linda works with marketing and media mentoring and reported that the Robotics teams need volunteers. Adult mentors would need to be approved by the Board to be supervisors which will alleviate some of the responsibility for teachers to be present at all times. Other requirements may be a CPR certification and fingerprint clearance. The goal is to have expanded in this area by next fall. January to mid February is the busiest time for volunteers, although activities continue throughout the year.

Dr. Kavanaugh reported that the Districts' policy on volunteers states that volunteers are not permitted to be with students unless supervised by school staff. Linda is recommending both certification and fingerprint clearance and possibly two individual volunteers working together. Details of the policy will be discussed with school board attorney, Wayne VanderByl. Re-drafting of the policy may be a consideration.

Jyothi Purushotham, Student Board Member questioned why at the April 3rd Cougar Creations, there were no senior displays. The information seniors received was that there was not enough time to set up. The seniors were very disappointed about this as there has always been time to do so in the past. They wondered if somehow their portfolios can still be displayed.

Dr. Kavanaugh stated that she also spoke with seniors who had concern about the lack of display. She shared their disappointment and surprise. Administration met with some staff of the Art Department to come up with ideas and to understand what happened. A corrective plan is in the works and will be in place for next years seniors at Cougar Creations. Jyothi suggested that if there is still time this year, senior portfolios be displayed in the school district, as opposed to the Mill, so there would be more of an opportunity to expose their work to peers and the community.

B. Audit Committee

C. Action Items

1. Approval of Fiscal Advisor, Municipal Solutions, Inc.

Motion by Mr. Mendrick, seconded by Mr. Gaffin, to approve Municipal Solutions, Inc., as the Fiscal Advisor for the Honeoye Falls-Lima Central School District, as presented. **Approved** unanimously.

Municipal Solutions, Inc., is providing financial advisory services to the district in planning, marketing and administration of the current and forthcoming capital projects.. They have/are assisting with pre-vote BAN borrowings, sale of serial bonds, disclosure and reporting requirements, preparation of final building project reports with the State and other financial services. Municipal Solutions has a long history of serving the district. These costs are chargeable to aidable capital expenditures.

2. Approval of BOCES Administrative Budget and BOE Candidates

Motion by Mr. Stottler, seconded by Mr. Allan, to approve the BOCES Administrative Budget of \$5,323,812 as presented. **Approved** unanimously.

Some board members reported that, right pricing is a start of positive changes at BOCES. They recommended that, especially during this time when we are cutting positions, it would be appreciated in the future to have more background information about the details of the budget. Dr. Kavanaugh reported that there have been significant reductions and reductions in units benefits packages. The programs most significantly impacted here at HF-L were special education, which made a significant change in bottom line costs. Dr. Kavanaugh reported that BOCES is doing a collapsing of Rush Henrietta and some administration will be eliminated as a result. PPS Directors across the county have pushed for a focus on minor reductions to constrain spending, as reported by Phil Burrows.

Christine DeTurck, HF-L BOCES Board representative was unable to attend the meeting tonight as she thought she might. She will be re-invited to attend with the hope for a more open dialogue. Agenda Her attendance will be considered with setting agendas. Ron reminded us that administrative budget and some issues within could be discussed by inviting Christine DeTurck to an Exec. Session and what is happening with those issues. This will be worked into agenda setting as well.

Motion by Mr. Stottler, seconded by Mr. Allan, to approve the BOE Candidates, as presented. **Approved** unanimously.

The Board of Education voted to elect Michael DeLaus (Fairport), Robert A. Dickinson (West Irondequoit), Margaret Markham (Webster), and Sora Sachs (Brighton) to the BOCES #1 Board.

A recommendation was made that each district might be responsible for voting on and appointing their own members in the future.

D. Discussion Items

1. Old Business

a. First Review of AUP Policy

Dr. Kavanaugh pointed out changes in the policy to include, paragraphs three and six. Paragraph three provides notice that there are procedures in place with regard to copy rights. And paragraph six gives notice that computers may be called in any time to check for compliance. New York State Controllor auditors raised questions about this policy and the addition of this language during the districts audit.

Computers can be collected randomly. This is not limited to school property only, but any computers on our property. Board members decided that the school attorney should review the policy regarding restrictions to include other devices, such as blackberry devices. Use of the network via any device is subject to policy guidelines. (It was suggested to add language to the beginning of the policy by stating that it applies to all devices which are provided access to the school network and the functionality equivalent to a computer.

Expansion on the harassment policy will be presented at an upcoming meeting.

2. New Business

a. Contract for Health and Welfare Services

All contractual services are being brought forward for review by the Board. This contract between the Board of Education of the Honeoye Falls-Lima CSD and the Board of Education of the City School District of Canandaigua, is for health and welfare services, to include: Speech Services, Physician Services, Nurses Services, Dental Hygiene Services and Psychological evaluations. Phil Burrows clarified that rates are based on a per pupil fee and applied based on the number from our school. A verification process takes place at each district. This contract covers from September 2008 through January 2009. Phil explained that the establishment of the contracts is fairly new and is a more formalized approach.

E. Reports and Communications

1. MCSBA Legislative Committee Update
Bob Willison is not in attendance therefore no report is available at this time. Dick Rasmussen spoke about a meeting that he and Dr. Kavanaugh attended with local senate offices recently. He reported that officials were sympathetic and aware of our frustration with regard to the budget.
2. Buildings and Grounds Inspection Report
Director of Buildings and Grounds, Mike Koss, reported that six building inspections have taken place this year by state agencies and vendors who provide safety products to the school as mandated by the state. He reported that some alarm issues this year have been related to the capital project due to additional dust and some rewiring. The annual NYSIR inspection report shows the addition of cameras and monitoring and is received well by NYSIR. Overall, few violations were noted and were easy to address. Mike reported that at the High School, David Roth has addressed the importance of safety compliance within technology rooms.

9. Superintendent's Report

A. Announcements

- 31 high school students who study foreign language are visiting Europe to study the cultures of Spain, France and Italy. Renee Williams is a chaperone and has been keeping us posted during this trip.
- During a recent business competition field trip to NYC, HF-L's Business Education students received an honorable mention award for their catalog submission.
- The Community Youth Court was nominated for the Jefferson Award which recognizes outstanding community service.
- Middle School teacher, Scott Krebbeks, recently received a Crossing Boundaries grant which will provide him with a full year of professional development through Cornell University. The grant will also provide a site license for GIS systems to the District.
- Visiting artist, Kevin Serwacki, visited the Manor school on April 15 thanks to two grants received by Manor Art teacher, Cindy Zauski. Visit Cindy's web page for more information about the program.
- Former Board member, Judy Wadsworth, has been recognized by SAANYYS with a Friend in Education award.

B. Business Office Reports

1. Approval of Tax Report Card

Motion by Mr. Mendrick, seconded by Mr. Gaffin, to approve the Tax Report Card, as presented.
Approved unanimously.

2. Progress on Food Service Budget

The Food Service sub-committee will meet to discuss details of a follow-up recommendation from Ray Wager's office regarding a general fund loan to the program. It is possible that a separate proposition is needed to state these details.

C. Old Business

1. Timeline for Food Service Financial Reports to the BOE

Director of Finance and Operations, Ed Johnson reported that a less frequent financial reporting cycle will be followed for the Food Service department, as opposed to the monthly report. Interdepartmental monthly reports will still be generated for projections and management use. New initiatives and program aspects of the school lunch program can be appropriately scheduled to bring to the board, aside from the financials.

D. New Business

1. Consensus Agenda Items to be voted on

Approval of Minutes of the March 24, 2009 and April 7, 2009 Board of Education Meetings
Approval of Personnel

10. **Questions from Audience Regarding Agenda Items**

There were no questions from the audience regarding agenda items.

11. **Adjournment**

Motion by Mr. Allan, seconded by Mr. Stottler, to adjourn the meeting at 8:42 p.m.

Ron Mendrick and Janet Somes reported that they will not be in attendance at the April 28th Board of Education meeting.

All documents that are "duly made a part of these minutes" are kept in a supplemental file that corresponds with today's minutes.

Rhonda Schaefer, Clerk of the Board of Education