

**MINUTES OF BOARD OF EDUCATION MEETING  
June 9, 2009 - 6:00 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, Shawn Krest, Ronald Mendrick, Janet Somes, Gary Stottler, and Robert Willison. Student representative Jyothi Purushotham was present.

**Staff Members Present:** Superintendent Dr. Michelle Kavanaugh, Philip Burrows, Mike Koss, Jeanine Lupisella, Dan McCarthy, Mary McNamara, Lisa Moosbrugger, Ed Johnson, David Roth, Renee Williams, and Shawn Williams.

**Others Present:** Mike Ebertz, Ted Mountain, Bob Roberts, also 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 6:00 p.m.

A. Board Members Absent:

**2. Call for Executive Session**

**Motion** by Mr. Mendrick, seconded by Mr. Willison, 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 Mrs. Hunt, seconded by Mr. Mendrick, to return to Public Session at 7:12 p.m. **Approved** unanimously.

**4. Approval of Agenda**

**Motion** by Mr. Willison, seconded by Mr. Krest, to approve the agenda as presented. **Approved** unanimously.

**5. Consensus Agenda**

**Motion** by Mr. Willison, seconded by Mr. Krest, to approve the items designated as Consensus Agenda items.

A. Approval of Minutes of the May 26, 2009 Board Meeting

B. Approval of Personnel

TEACHING RETIREMENTS

AMY LEONARD	Science	Middle School
Effective: 6/30/09		
CARLA RAPP	French	High School
Effective: 6/30/09		

ADMINISTRATIVE PAY FOR UNUSED VACATION DAYS

<b>Administrator</b>	<b>Amount Per Day</b>	<b># days</b>	<b>Amount to Pay</b>
Burrows, Phil	\$487.16	5	\$2,435.81
Donohue, Brian	\$390.45	5	\$1,952.27
Halpin-McNamara, Mary	\$369.86	5	\$1,849.31
Johnson, Ed	\$430.77	5	\$2,153.85
Kavanaugh, Michelle	\$693.02	5	\$3,465.08
Koss, Mike	\$342.42	5	\$1,712.12
Lupisella, Jeanine	\$369.45	5	\$1,847.23
McCarthy, Dan	\$511.45	5	\$2,557.23
Moosbrugger, Lisa	\$340.30	5	\$1,701.48
Nelson, James	\$393.25	5	\$1,966.27
Potter, Peggy	\$266.35	5	\$1,331.73
Roth, David	\$437.63	5	\$2,188.15
Weider, Matthew	\$303.25	5	\$1,516.25
Williams, Renee	\$478.92	5	\$2,394.58
Williams, Shawn	\$348.72	5	\$1,743.62

As per contract, may redeem up to 5 unused vacation days per year for pay at the per diem rate, based on 1/260 of annual salary, to be paid in the last pay period of June.

PAY FOR UNUSED SICK DAYS FOR RETIRING TEACHERS

<u>Retiring Teacher</u>	<u># unused sick days</u>
Anne Bopp	189
Ralph Clapp	189

Margaret Gaglio	132
Amy Leonard	189
Carla Rapp	146

As per contract, The District will pay \$35/day for personal illness days accumulated at the time of retirement up to 189 days.

**SUMMER SCHOOL TUTORIAL APPOINTMENTS**

<b>Last Name</b>	<b>First Name</b>	<b>Activity</b>	<b>Building</b>
Cloen	Lisa	Summer School Program	Manor School
Denaker	Steven	Summer School Program	Manor School
Duckett	Jodie	Summer School Substitute	Manor School
Englert	Dan	Summer School Program	Lima Primary
Fabretti	Martha	Summer School Program	Manor School
Gearinger	Lori	Summer School Program	Middle School
Henderson	Sue	Summer School Program	Middle School
Holmes	Laura	Summer School Program	Middle School
Maxwell	Thad	Summer School Substitute	Manor School
Phillips	Emily	Summer School Program	Manor School
Ripley	Adrienne	Summer School Program	Lima Primary
Roberts	Jerrod	Summer School Substitute	High School
Robinson	John	Summer School Program	Manor School
Rusinek	Cathy	Summer School Program	Middle School
Stein	Jessica	Summer School Program	Manor School
Truong	Jennifer	Summer School Program	Manor School
Weldon	Karen	Summer School Program	Middle School
Zelbacher	Louise	Summer School Substitute	Manor School

Stipend: \$32.25 per hour as per teacher contract (may be adjusted pending settlement of teacher contract)  
Effective: 7/1/09 – 8/31/10

**TEACHING APPOINTMENTS**

**JODIE DUCKETT** Special Education Manor School  
234 Ransford Avenue  
Rochester NY 14622

Salary: \$38,665 (new salary to be negotiated)  
Effective: 7/1/09

Education: SUNY Geneseo, MS, BS

Experience: HFL School District, Grade 2, 2008-09

Eastover elementary School, NC, Special Education Teacher, 2006-08

Certification: Initial Childhood Education 1-6; Initial Students w/ Disabilities Birth-Gr 6; Early Childhood Ed

Tenure Area: Special Subject Tenure Area General Special Education

Tenure Eligible Period: 9/1/09 – 8/31/12

Replacement position for teacher vacancy

**KATIE TOBIN** Grade 1 Lima Primary School  
6 Hyde Park  
Honeoye Falls NY 14472

Salary: \$35,718 (new salary to be negotiated)

Effective: 7/1/09

Education: Nazareth College, M.S.

Experience: Honeoye Falls-Lima School District, Long Term Substitute, Grade 1, 2007-08; 2008-09

Honeoye Falls-Lima School District, Long Term Substitute Special Education, 2007

Certification: Initial Childhood Education Grades 1-6; Students w/ Disabilities Grades 1-6

Tenure Area: Elementary Tenure Area N-6

Tenure Eligible Period: 9/1/07 – 8/31/10

Replacement position for teacher retirement

**NATALIE WHEELER** Grade 6 Middle School  
101 North Main Street  
Perry NY 14530

Salary: \$34,940 (new salary to be negotiated))

Effective: 7/1/09

Education: SUNY Geneseo, BS

Experience: HFL School District, Grade 5 Teacher (1 year appointment), 2008-09

PS 139, Brooklyn NY, Grade 1 Teacher, 2008

Perry Central School, Substitute Teacher, 2005-07

Certification: Initial, Childhood Education Grades 1-6; Students w/ Disabilities Grades 1-6

Tenure Area: Elementary Tenure Area N-6

Tenure Eligible Period: 9/1/08 – 8/31/11

Replacement position for teacher assignment transfer

**DRIVER EDUCATION APPOINTMENT**

**DAN GRUSCHOW** Driver Education High School

Stipend: \$5,088  
24 students (class and driving) @\$212 per student as per teacher contract  
Effective: 7/1/09 – 8/31/10

TENURE ELIGIBLE APPOINTMENT

AMY SINOPOLI Literacy/Reading Lima/Middle School  
Increase in assignment from 0.5 FTE to 1.0 FTE  
Tenure Eligible Period: 9/1/09 – 8/31/11  
Tenure Area: Special Subject Tenure Area Remedial Reading  
Effective: 7/1/09

CHANGE IN TEACHING ASSIGNMENT

JAMES ARRIGENNA Health Education High School  
Assignment from 1.0 Middle School Health/Phys. Ed Teacher to 1.0 High School Health Teacher  
Effective: 7/1/09

TEACHING SUBSTITUTE APPOINTMENTS

MILLIE CAMBALIK K-12

26 Hopper Hills  
Mendon, NY 14506

STACY LEE K-12

113 Briggs Hall  
Brockport, NY 14420

TERENCE SHEARN K-12

323 Jefferson Road  
Rush, NY 14543

PATRICIA WARTINGER K-12

33 Windelin Drive  
Henrietta, NY 14467

AARON YOUNG K-12

10 MacVittie Circle  
Geneseo, NY 14454

REQUEST FOR ONE YEAR LEAVE OF ABSENCE

DEBORAH A. MROS Paraprofessional Lima Primary  
Effective: 7/1/09 – 6/30/10

NON-TEACHING RESIGNATION

DEBRA NALLY Paraprofessional Lima Primary

2105 Cox Road  
Bloomfield, NY 14469  
Effective: 6/30/09

NON-TEACHING APPOINTMENT

DEBORAH A. MROS Secretary II Lima Primary  
286 Mendon Center Road  
Civil Service Provisional Appointment  
Honeoye Falls NY 14472  
Salary: \$12.50 per hour  
Effective: 7/1/09

DENISE OKITA Secretary II Lima Primary  
7349 Seneca Avenue  
Civil Service Provisional Appointment  
Lima, NY 14485  
Salary: \$12.50 per hour  
Effective: 7/1/09

EMERGENCY CONDITIONAL NON-TEACHING SUMMER APPOINTMENT

JESSICA RASMUSSEN Paraprofessional

105 Drumlin View Drive  
Mendon, NY 14506  
Salary: \$8.68/hr.  
Effective: 7/1/09

Permanent appointment pending full fingerprint clearance

NON-TEACHING SUMMER STAFFING APPOINTMENTS

SANDRA ERB-PETRUCCIONE Occupational Therapist 10 Days

BILLIE HASENAUER Occupational Therapist 10 Days

ANN POSMAN Physical Therapist 10 Days

NON-TEACHING SUMMER PARAPROFESSIONAL APPOINTMENTS

LISA DAY

CHRISTINE DERYCKE

CHRISTINE LUCE

DONNA MCKAY

KATHY MOREHOUSE

JESSICA RASMUSSEN

KATHY RINERE

CATHY SMITH

SHARON SNYDER

KATHLEEN STEWART

COLLEEN WITHERSPOON

NON-TEACHING STUDENT APPOINTMENT

DYLAN CLARK	Student Helper	Buildings and Grounds
26 Locust Street Honeoye Falls, NY 14472 Salary: \$7.15/hr.		
JOHN SHAUGHNESSY	Student Helper	Buildings and Grounds
5535 Clark Road Conesus, NY 14435 Salary: \$7.15/hr.		
JAMES HAGADONE	Student Helper	Transportation
1860 Genesee Street Lima, NY 14485 Salary: \$7.15/hr.		

NON-TEACHING SWIM/WELLNESS PROGRAM SALARY ADJUSTMENTS

KAYLEIGH WOOD  
Salary: \$8.15/hr. (effective 4/25/09)

**Approved** unanimously.

6. **Diversity Awards**

President, Dick Rasmussen, spoke about the initiative of the Diversity awards. The committee felt it was important to recognize contributors for their efforts in the school and community. Accomplishments were read for each recipient. Phil Burrows and Dr. Kavanaugh assisted in handing out a long stemmed carnation and framed certificate to each nominee. Recipients included:

Bob Callens, Emily Hurley, (who was unable to be present as she is currently in Bali. Her parents accepted on her behalf.), Kristina Chartrand & the Interact Club, Jennifer Gillette, Catherine Nye, Grade 2 Team – Jodie Duckett, Michael Fallon, Heather Graney, Sharon Kubeja, Linda Kuehn, Melinda Tompkins, Jennifer Truong, Patrick Wilson.

Grade 3 Team – Robert Knell, Landy Hernandez, Sali Hazard, Susan Lanphere, Thadd Maxwell, Maria Nahum, Joyce Porrey, John Graser; Dr. Carla Rapp, Joan Hamer, James Harrington, Kim Agar, Andy Corey

Dick stated that these individuals have owned responsibility toward making significant differences in our Diversity initiative.

7. **Appointment of New Student Board Member, Billy Schell**

Jyothi Purushotham introduced William (Billy) Schell, a sophomore in the High School. Billy shared that he is involved in several activities in the High School. Billy is a high honor roll student and participates in baseball, football and basketball. He is also a participant in the Cougar Big Brother/Big Sister Program. Billy will serve a two-year term.

**Motion** by, Mrs. Hunt, seconded by Mr. Krest, to approve the appointment of William “Billy” Schell as Student Board Representative, as presented.

**Approved** unanimously.

8. **Open Forum**

Wendy Gould, grandparent of the Hall-/Gould children, spoke to the board about a transportation situation on a road which has been deemed unsafe for student pick-up. Ms. Gould stated that she also presented information at a meeting of the board on November 4 2008. Ms. Gould reported that she and her son and daughter-in-law have met with the Superintendent and Transportation Director in an effort to reach a resolution but, to this point in time, no agreeable solution has been reached. The family is disputing the position taken by the district on the subject and has asked that the board formally add the subject to an upcoming board agenda to discuss at length. Ms. Gould provided two hand-outs with information related to her position.

9. **Board of Education Report**

A. Announcements

1. Master Facilities Update

Mike Ebertz, of SEI Design, reported on the long term capital needs of the district. He presented a slide show showing the timeframe of various efforts discussed in detail. The planning process was reviewed and discussion took place related to SED mandated site selection criteria, enrollments for the future and targeted class sizes. Mike spoke about the alignment with K-2 and 3-5 learning standards, which were identified and considered and reviewed concept drawings which have been provided over a series of meetings.

Dick Rasmussen discussed the significance of the five year plan. Referring to a specific slideshow chart, Dick clarified that the chart was a representation of a normal rotation cycle which would be included in a smaller capital project, and would be rolled in to the large capital project.

Ted Mountain, of SEI Design, spoke about the highlights of preferred options among sites. Some highlights by building, included:

**Lima Primary:** Options to accommodate grades K-2, with an addition. Accessibility of the 2<sup>nd</sup> floor and right-sizing classrooms to standard size. Expanding bus sites and addressing safety issues in the parking area. A new drop off loop will be a part of the design instead of where it is now. The front entrance will still remain.

**Manor School:** Manor will have a surplus of space, to create athletic rooms, art suite renovations, A/C upgrades and a new generator.

**Middle School:** Options concluded the need for band and music and storage areas. Grouping music in the lower wing was heavily considered. Renovation of the main office will secure the main entry. Fire alarm improvements are included.

**High School:** Includes library renovations, team rooms for athletics, renovations to the main entrance for security, expansion of the cafeteria, renovations to science rooms and the district office.

**Buildings & Grounds:** The existing building will be reduced and renovated into the IT department and board room space.

**Transportation Department:** Upgrades will include adding the B & G department. Larger service bays will become a part of the Transportation Department.

**Site Renovations:** An enlarged parking area as a result of reduction of the present Buildings & Grounds building. Middle school will see traffic upgrades.

Bob Roberts, of Campus Construction, spoke about schedules and a potential December 9 vote if considering one phase over the other. The board expressed their desire to keep continuity. Many possibilities exist for upgrades and will need to be selected. The first phase would begin June of 2011 and complete in 2014. It was clarified that with two phases, there would be two votes, and two SED approvals. The second phase would begin summer 2010 and continue until 2013. Work would resume in 2016 through 2018 to completion. Mike Ebertz asked the board to consider that SED approval takes 4-5 months, so the earliest that bids could begin would be in the spring of next year. Bob Roberts, of Campus Construction, explained the design time needed as well as the review time needed at SED. Designing at the proper timeframe when competition is high, is favorable.

The five year spacing of the project has to do with regulation and is why the project is broken into two phases. This is the minimal time allowed by SED.

Jeff Smith, of Municipal Solutions, discussed a matrix in the slideshow showing maximum cost allowances. To take advantage of the maximum cost allowances, the five year spacing ends up a less expensive project. To minimize impacts it was realized that in 2013-2014 there is a \$900,000 drop in debt service. A couple of years beyond that, the district will drop another \$200,000. This allows time to build up the capital reserves. Jeff spoke about tax rate impacts and explained the worth of incurring costs to maintain the 95% aid ratio. For the preliminary work for the A-B approach, it has been determined that \$3-million dollars needs to be available.

Dick asked about terms of use of the capital reserve to do this in one project. It was clarified that when there is a vote on a capital project, the money must be transferred to the capital project within the year it is voted on. Voting to reinforce the phasing of projects would be a strategy that will create the mind set that a second phase will follow. Discussion took place about whether or not bonds would be needed to cover \$84 million, minus the capital reserve and minimal remaining excel aid.

Mike Ebertz spoke about implementation of the long range plan, infrastructure change and requirements. He explained that both plans are the same scope of work. For further clarification, Jeff Smith, of Municipal Solutions, offered to work up a worst case scenario. The aid ratio is not known, but trends for this area have been increasing.

Regarding estimated tax increases, the average increase would take place at the front of the project. Lower overall costs due to inflation and higher capital investment will have impact, but using capital reserves will lessen the impact. By doing one referendum, sooner completion and access would minimize the disruption to the district. With the two referendum option, the price goes up some due to inflation. Unforeseen mandates may unfold, in time. The two votes offer consistent payout of debt service.

Mike Ebertz indicated that the process has been involved but rewarding. He thanked the district. Dick stated that the board will take the time to consider the cost implications and differences of both options. He stated that the district must measure against the cost difference and opportunity costs, with regard to curriculum from the Superintendent and Professional staff.

Vice President Bob Willison asked for a breakdown or scale if our aid changed. Estimates will be provided by Jeff Smith for discussion at the next meeting on June 23, 2009. Jeff will provide documentation to the Superintendent by next Friday. It is hoped that the recommendation will come at the next meeting. Communication will need to begin with the community afterward. A December vote date and lead times will need to be identified.

B. Audit Committee

C. Action Items

1. Ratification of Central Office Contracts

**Motion** by Mr. Willison, seconded by Mr. Gaffin to approve the ratification of Central Office Contracts, as presented.

**Approved** unanimously.

2. Approval of Special Counsel as Compliance Officer

**Motion** by Mr. Mendrick, seconded by Mr. Gaffin to approve Special Counsel as a Compliance Officer, as presented.

**Approved** unanimously.

3. Approval of Monroe #1 BOCES Cooperative Bid

**Motion** by Mrs. Hunt, seconded by Mr. Mendrick, to approve the Monroe #1 BOCES Cooperative Bid, as presented.

**Approved** unanimously.

D. Discussion Items

1. Old Business

There was no discussion of old business.

2. New Business

a. First Reading of Code of Conduct Policy for 2009-10 School Year

Dr. Kavanaugh spoke about the abridged version and that enhancements have made it more user friendly and readable and will be used as an orientation to our PBIS program. This document will be used more frequently and provided to students. A lot of good discussion about awareness on trends, such as sexting, and issues such as the dress code came from the meetings. She reported that board member, Chuck Allan, was instrumental in the process.

Dick Rasmussen reported that the Code of Conduct should include an address to hazing that students, parents and coaches can learn from and be aware of. Prohibited conduct on page 5 of the full code, should include hazing as a separate item. Phil Burrows stated that the committee will most likely agree and he will bring forth the recommendation. The area of prohibited conduct will include this item as a recommendation.

Phil also stated that the committee was well represented with students, community members, teachers and bus drivers. Many focus groups were formed.

A request was made by BOE members to update the board practices and procedures to include the fact that documents submitted to the board must clearly show the edits made for clear direction. The board clerk will update accordingly.

- b. Appoint Transition Committee for Election of BOE Officers fo4 2009-10 School Year  
Dick Rasmussen asked for two volunteers to canvas other volunteers and make a report to the remaining board members at the first meeting in July. Hal Gaffin and Ron Mendrick volunteered to serve on this committee.
- c. First Review Textbook, AP Psychology  
Assistant Superintendent for Instruction, Renee Williams, spoke about the textbook and a teacher who is willing to increase the rigor of the class. The new format was used in the process of selecting the textbook. Renee clarified that other textbooks will still be available for those not pursuing AP credit for the psychology course. Mostly Seniors are taking this course now. Renee added that the course is highly sought after and may include Juniors and Sophomores in the coming years.
- d. Contract for Health Services  
A contract for health services with the Avon Central School District was presented for discussion. This is a standard contract shown to the board for their information only. No action is required.

#### E. Reports and Communications

##### 1. Legislative Post Card Campaign

Dick Rasmussen spoke about MCSBA's Legislative Post Card Campaign. Post cards were distributed to each board member along with a letter from the MCSBA, encouraging board members to partake in the effort. President Rasmussen reported that it is shown that this type of communication is effective.

### 10. **Superintendent's Report**

#### A. Announcements

##### 1. Calendar Committee Recommendations

Dr. Kavanaugh spoke about the recommendations of the calendar committee. She thanked board members, Janet Somes and Linda Hunt for their participation. Dr. Kavanaugh reported that half-days were reduced, and pending the State Education Department's testing schedule, they may be eliminated altogether. A committee to address parent conference scheduling will meet in the fall. Their recommendations may impact how parent conferences are arranged in future calendars. Provided in the packet, were draft school calendars for the two years beyond 09-10. They are subject to change due to lack of state assessment schedules.

Discussion took place about days preceding a holiday including the wording of a committee recommendation to provide instructionally relevant experiences to students on those days. Linda Hunt spoke about the committee spending a great amount of time discussing days off preceding holidays and a recommendation was made to treat these days as any other instructional day. One board member stated that he felt it was an attempt to drive parents' decisions about when to take vacation. A question was asked about what would be approved when voted on by the board, the recommendations or just the calendars?

The following announcements were made by the Superintendent:

- NYS Math assessment scores were positive, showing an increase in mastery rates, for all grade levels, particularly grades 3 & 5. Credit should be given to our teachers, curriculum directors and Renee Williams.
- The Girls lacrosse team advanced to Cortland for finals.
- David Roth accompanied Dr. Kavanaugh to a recognition ceremony for Anna Morien for a high profile Sportsmanship award..
- David is in attendance tonight discuss a newly formed graduation committee. David spoke about the following highlights:
  - The Sentinel will have a community announcement inviting input to the committee to study financials, logistics, venue, seating, duration, safety and back up plans in case of inclement weather.
  - The committee will meet during the summer months.
  - A June 3<sup>rd</sup> newsnotes invite netted 30 committee members. They looked at area schools, weather patterns, costs, additional sites in the area.
  - An opinion poll was conducted. Two main questions were asked. With regard to moving the location of graduation to another site, 620 participants had no response,

all other groups were equally grouped into thirds with their opinions. The question about changing to Black and Gold attire. The girls said, "No", because gold was not a favorable color.

- o David provided some cost options regarding venue: The Gordon Field House would cost approximately the same as holding the event at HF-L's campus, just slightly more and Canandaigua CMAC there was a savings.
- o The committee will meet on July 8 at 6:00 p.m., David welcomed the board members to attend as well.

B. Business Office Reports

1. Food Service Lunch Price Request

Dick Rasmussen spoke about the \$.10-cent price increase recommendation which would increase the profit margin by 2.4%. The board has had the opportunity to see reports showing what other area schools charge. A board member asked about the differentiation of lunch prices between buildings. Ed Johnson, Director of Finance and Operations, stated that he and Kathy Palmer felt that consistency is best because the same 5-nutritional elements are offered at all buildings. The reimbursement rates from the state and federal government are the same for all buildings.

A board member recommended that this increase be reviewed annually to consider additional increases. The Food Service committee meetings allowed an understanding about debt recovery within 6-7 years. Ed Johnson spoke about the potentials of losses and costs of equipment which must be considered. Ed also discussed planned expenses into the capital project, stating that the department must compensate money set aside for replacements, repairs and unknowns. Through the capital project, some equipment will be replaced.

Dick also spoke about expense items to repay the general fund, which should be included as a planned expenditure.

**Motion** by, Mrs. Hunt, seconded by Mr. Allan, to approve the food service lunch price increase, as presented.

**Approved** unanimously.

C. Old Business

There was no discussion of Old Business

2.

D. New Business

1. Consensus Agenda Items to be voted on

Approval of Minutes of the May 26, 2009 Board Meeting

Approval of Personnel

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

There were no questions from the audience regarding agenda items.

12. **Adjournment**

**Motion** by Mr. Willison, seconded by Mr. Krest, to adjourn the meeting at 9:44 p.m.

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

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Rhonda Schaefer, Clerk of the Board of Education