

MINUTES OF BOARD OF EDUCATION MEETING
May 12, 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, 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, Brian Donohue, Ed Johnson, Rhonda Schaefer and Renee Williams.

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 7:10 p.m.

- A. Board Members Absent: Chuck Allan

Call for Executive Session

Motion by Mrs. Hunt, seconded by Stottler, to move to Executive Session at 6:04 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. **Motion** by Mr. Krest, seconded by Mr. Stottler, to return to Public Session at 7:10 p.m. **Approved** unanimously.

2. **Approval of Agenda**

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

3. **Consensus Agenda**

Motion by Mr. Mendrick, seconded by Mrs. Hunt, to approve the items designated as Consensus Agenda items.

- A. Approval of Minutes of the April 28, 2009 Board Meeting

- B. Approval of Personnel

TEACHING RETIREMENT

ANNE BOPP Speech Teacher K-12

970 Sagamore Way

Victor NY 14564

Effective: 7/1/09

RALPH CLAPP Health Education High School

2275 Doran Road

Lima NY 14485

Effective: 6/30/09

MARGARET GAGLIO Kindergarten Lima Primary

27 East Street

Honeoye Falls NY 14472

Effective: 7/1/09

CONTINUATION OF LONG TERM TEACHING APPOINTMENT

BONNIE WADACH Speech Therapist K - 12

7373 Ziegler Drive

Lima NY 14485

Salary: \$49,416 (annual salary to be prorated to effective dates of employment)

Effective: 0.5 FTE: 5/2/09 – 6/30/09 (original half time was approved for 4/6/09 – 5/1/09)

Continuation of long term substitute replacement for teacher on medical leave

REQUEST FOR EXTENDED PARENTAL LEAVE OF ABSENCE

CAROLINE BUCCI Grade 1 Lima Primary

Unpaid Parental Leave of Absence: 7/1/09 – 6/30/10

REBECCA CAMOBRECO Grade 5 Manor School

Unpaid Parental Leave of Absence: 7/1/09 – 1/31/10

REVISED DATES FOR PROFESSIONAL UNPAIDLEAVE OF ABSENCE

ANDREW FLEMING School Counselor High School

Original Dates: 9/1/08 – 6/30/09

Revised Unpaid Leave of Absence Dates: 9/1/08 – 5/17/09

Salary: \$35,718 annual salary to be prorated to 5/18/09 – 6/30/09

EXTRA CURRICULAR APPOINTMENT

Templeton, Brad Advisor First Lego League, Middle School \$985.00

Effective: 9/1/08 – 6/30/09

Stipend as per teacher contract

TEACHING SUBSTITUTE APPOINTMENTS

JACQUELYN DAVERN K-12 Tutor

1426 S. Clinton Avenue

Rochester, NY 14620

KENDALL WEHS K-12
 8 Barben Circle
 Mendon, NY 14506
NON-TEACHING SUBSTITUTE APPOINTMENTS
 KELLY POLFLEIT Lunchroom Monitor
 1729 Parkside Place
 Lima, NY 14485
 DARLENE SCHRADER Secretary
 7 Hurlingham Drive
 Honeoye Falls, NY 14472
 KENDALL WEHS Paraprofessional
 8 Barben Circle
 Mendon, NY 14506
 Effective: 5/1/09
 KATHRYN POTTER Paraprofessional
 23 Brigham Circle
 Honeoye Falls, NY 14472
 DONALD BELLINGER Cleaner
 2085 Michigan Avenue
 Lima, NY 14485 Lunchroom Monitor

EMERGENCY CONDITIONAL SUBSTITUTE APPOINTMENT

CAROLYN BURNS Bus Driver Transportation
 24 Ashmoor Drive
 Avon, NY 14414
 Permanent appointment pending full fingerprint clearance

Approved unanimously.

4. Open Forum

There was no discussion during the open forum period.

5. Official Public Budget Hearing and Comments from Board Candidates

Board President, Dick Rasmussen reported that the annual hearing and Candidate's Night, sponsored in previous years by the PTA, was cancelled this year. Both items were moved to the current agenda. Based on audience poll, it was decided not to present the full budget presentation to guests in attendance but to proceed with board candidate remarks.

Laurene (Lauri) Hofmann, board candidate, introduced herself. Lauri and her husband, Jim, have been residents of the Town of Mendon for seven years. They have two sons who attend school in the district. Lauri has worked as a financial controller, and serves in leadership on the youth soccer league. She enjoys raising her children and being a part of school. Lauri is running for a BOE seat after serving on PBAC in the past and has seen that, "You must be involved in the process to understand it". Lauri hopes to gain perspective to assist her in understanding, more fully, the district's policies and procedure. She hopes to bring some change to the BOE given her experience in having worked with other entities. She believes that Boards of Education, as a whole, can contribute greatly to impact a district.

In response to a question asked of Lauri about what she perceives the greatest strength of the district is, Lauri stated that the district has a lot to offer, and in her opinion the biggest asset is the way we communicate, such as the community compact where residents are willing to come together and discuss what is best for our district. Open dialogue is an extremely beneficial asset. Lauri believes there are many change agents in the school district.

In response to what the greatest weakness is, Lauri spoke about reaching the full spectrum of children and perhaps doing more to reach all students. She believes that process and resources used in an organized fashion can precipitate these changes.

C. Hal Gaffin, incumbent, has lived here since 1971. He served on the board in the 1970's for 5-years, and left due to career demands. He then returned to the Board and has served for 15-years. Hal worked for 29-years at Kodak. He left in 1992 and worked at RIT for seven years. In the latter part of the last decade, internal assessment challenges in the district drew him to assist with the implementation of the QED, Strategic Planning and PBAC processes. Hal helped to spearhead these concepts. In 2000, Hal was diagnosed and began treatment for leukemia. A stem cell transplant was successful and he has been in remission for 6 years. Hal loves the educational arena and wants to be a part of making certain that children are getting the best education they can. He is proud that our district is in the top 2% in the nation. Hal admires the district and enjoys bringing his business skills to the process. He has an appreciation for taxpaying citizens and keeping rates at a manageable level. Hal is now retired full-time doing occasional consulting and has the time and passion to continue serving on the board and making the district better. Hal stated that all four of his children attended Honeoye Falls-Lima schools and are all successful.

In response to a question about how we attain and retain the best teachers, Hal reported that the district's hiring process is the key. We have upgraded and have an extensive interview process. The district prides itself in hiring only the top 10%. During annual appraisals and evaluations, teachers are mentored. They are meeting needs of students in the district. Another area of strength is that tenure is not granted to all teachers based on the district's high standards. These are all contributing factors. Staff development is extensive here as well, which impacts student learning. Finally, Hal stated that the district is constantly investing in its teachers throughout their careers.

Hal clarified that the board does not interview candidates, but it is up to the board to grant tenure based on feedback from administrators. Open dialogue between the BOE and administration makes this possible. Hal further stated that, during a teacher's first year of employment, BOE members spend time with all new teachers in their buildings.

When asked if there were any weaknesses, Hal stated that he would like to see advancement in curriculum to maintain our 21st century standards.

Dick Rasmussen spoke about the budget in terms of appreciation for individuals (70-community members, DIU, 200+ staff members) who have contributed numerous hours, to implement new and innovative ideas during a challenging fiscal year. Dick reminded the board and guests that a \$40,000,000 budget, with a .7% increase and a decrease in the tax rate in a year when there is no increase in assessment, is a positive result. Our program serves our students well. Dick stated that the most significant changes and reductions made in the budget are as far away from the students as possible.

Other board members echoed that a tremendous amount of collaborative effort, balancing the needs of students, staff and employees, have yielded results of pride in the process and outcome as well.

Linda Izzo a parent of children in High School, asked why the administration position change at the high school is taking place.

Dick Rasmussen responded that this reallocation of resources was carefully scrutinized by the Board. He reported that some of the administrative budget costs is due to a reallocation of resources and re-assignment of costs to more accurately correspond with program areas or buildings. Only some reduction in costs represents a decrease in administrative staff, such as this change. Dick reported that in addition to the BOE looking at this staffing change very closely, the PBAC also probed deeply into the change. Dr. Kavanaugh stated that Mary McNamara, Grade 6-12 Curriculum Coordinator, has helped to fill in a transition void at the middle school until the Assistant Principal position is restored. Mary's talents in curriculum can expand at the high school level. Additionally, Mary served as an assistant principal for seven years previously, so has the background to assist with student management issues.

There will still be three administrators at the high school. Mary's primary focus will be at the high school. She will continue to serve at middle school, in a limited and less direct role.

Restoration of positions have provided a realignment with the district's strategic intents. Fully staffing the math lab with a math teacher and restoration of a science teacher will provide AIS support at the High School. The intent is for students to have four full years of High School math and science. At the Middle School level, restoration of a Social Studies position will bolster opportunities for acceleration in the humanities for pre-AP experiences. There will also be a literacy K-12 focus, to include literacy coaching.

With regard to LOTE, a new World Languages Lab will be established at the High School. Dr. Kavanaugh stated that Spanish will be expanded to Grade 2. The strategic intent of fluency and mastery of a second language is the goal. Our community education program will be providing opportunities for students in grades 3-5 due to budget constraints. The vision will remain to expand the LOTE program when the budget will allow.

Jyothi Purushotham, student Board Representative, reported that AP exams are coming to a conclusion in the high school. This Friday is the Powder Puff game for Special Olympics. On Monday, from 8-2, the blood drive is taking place. The following Saturday is Prom.

Board member, Janet Somes, reported that the Middle School Science night was excellent this evening. She also attended the Boston Trip and found it to be a phenomenal trip where she heard from parents about their appreciation of the district.

6. **Board of Education Report**

A. Announcements

B. Audit Committee

C. Action Items

1. Approval of Teacher/Administrator Tenure Appointments

It was clarified that after a two to three year process including, mentoring, evaluations by bldg. supervisors and superintendent and administrators, decisions are made regarding granting tenure. Reports and assessment are shared in detail with the BOE.

Motion, by Mr. Krest, seconded by Mr. Gaffin to approve the Teacher/Administrator Tenure Appointments, as presented.

Approved unanimously.

2. Approval of an Addendum to Settlement Agreement.

Resolved that the Board of Education authorizes the Superintendent to sign an Addendum to a settlement agreement between a parent on behalf of a child and the Honeoye Falls-Lima Central School District. The original agreement was dated May 2008. The Addendum will be dated May 2009 as defined.

Motion by Mrs. Hunt, seconded by Mr. Mendrick to approve the Addendum to Settlement Agreement, as presented.

Approved unanimously.

D. Discussion Items

1. Old Business

a. First Review of Revised Harassment Policy

Board President, Dick Rasmussen explained some minor changes in this policy, focusing on references to the effect of harassment on the educational environment. The last paragraph was discussed at length and may require further change. The interpretation may be too literal. Dr. Kavanaugh stated that the goal in the last paragraph was to expand anti-harassment beyond application to protected groups. HF-L's bullying policy addresses student issues. Specific language regarding communication that is persistent or unwelcome will be a focus when re-examined.. Further recommendations will be made. There was also question as to why the word **educational** was added, when perhaps it should change to **school**. School attorney, Wayne VanderByl, is developing a separate policy to address electronic bullying issues. A second reading of the Harassment Policy will take place at an upcoming meeting.

2. New Business

a. Contracts for Health Services.

Contracts for Health Services between school districts are provided to the Board of Education for information only. No action is required.

All corresponding contracts are duly kept a part of these minutes.

E. Reports and Communications

1. Wellness Report

Brian Donohue, Athletic Director, introduced guests Laura Valenti and Michael Bonadonna.

Laura stated that she has been involved for the past six years working toward wellness. Both guests coordinated Lima's Parent University with the help of Jeanine Lupisella, Lima Primary Principal. The event was well attended and beneficial. Parents appreciated the opportunity to hear a presentation by Dr. Wineburg. He will be presenting again in the near future. Laura spoke about the importance of nutritional intake and a well balanced diet. She spoke about a district in another state which has examined the possible correlation between psychological disorders and nutrition. Seeing children thrive is her passion and goal toward wellness. Mike Bonadonna is a teacher at Brighton High School, where he teaches Biology. Serving on the Brighton Wellness committee, provides Mike an opportunity to share ideas. Mike stated that Family Fun Night, coordinated with the "no homework night", was a huge success and left families wanting additional opportunities. Mike indicated that this will be one of his goals for next year. Mike spoke about the euchre tournament that he helped to spearhead at Family Fun Night this year. Students were thrilled with the addition. There were 20-teams of participating students who, otherwise, may not have attended. Updating the wellness policy to include emotional wellness is recognized as something that needs to be looked at. Student organizations and clubs will be considered as well as bringing in more speakers.

Brian Donohue spoke about the direction of understanding emotional wellness. Among possible topics are: Cyber bullying, impact of the economic environment, college selections, exams and stress, and suicide/depression.

The vegetable garden is another area where wellness is embedded into our culture. A portion of each Superintendents conference day is committed to wellness.

Brian spoke about potential grants to add walking trails at Lima and at Manor.

There was an inquiry as to how often the Wellness Center is used. Statistical information will be provided to board members at a future meeting.

A board member spoke about the fact that parents are willing to start a garden at the Middle School.

Jan Somes has the name of parents who are interested if this becomes an option.

2. MCSBA Legislative Committee Update

No comments at this time.

3. Executive Committee Update

Dick Rasmussen provided a handout of a Charter Schools position paper, which was approved by the MCSBA Executive Committee two weeks ago and is being shared with state legislators and federal legislators.

Dick also reported that the MCSBA nominating committee will be nominating Dick to serve as Vice President next year and President in two years. He stated that this will not interfere with his commitment to the HF-L Board of Education.

7. Superintendent's Report

A. Announcements

Dr. Kavanaugh report on the following:

- The Senior Art display issue was resolved. There will be a display during the month of June at Pittsford Federal Credit Union which seniors will help to coordinate.
- Results from NYS Assessments in Grades 3-8 ELA are being analyzed. Passing rates improved significantly.
- The Graduation Committee has been formed. The committee will meet for the first time on June 3. Interest in venue related to length, location, etc., will be discussed.
- HF-L will be purchasing all new busses with cameras to spot drivers who illegally pass.
- HF-L student, Christina Chartrand, was recognized as the Regional Business Student of the Year. Business Educators of Monroe County nominated her.
- Board members, Linda Hunt and Jan Somes are serving on the Calendar Committee. Recommendations will be brought to the board. If the state reschedules some assessments, half-days may be eliminated altogether at HF-L.

B. Business Office Reports

1. Installment Purchase Agreement with BOCES.

Ed Johnson, Director of Finance and Operations, reported that spreading cost of computers across three payments is a benefit to the district. The agreement was reviewed by Wayne VanderByl, school attorney. Dr. Kavanaugh explained that, at the end of the lease, BOCES will be responsible for taking the equipment and taking care of the disposal. Ed Johnson will provide clarification regarding whether or not we own the equipment at the end of the three years. **Motion** by Mr. Mendrick, seconded by Mr. Stottler, to approve the Installment Purchase Agreement with BOCES, contingent on details being expanded in the contract.

Approved unanimously.

C. Old Business

There was no discussion of Old Business.

D. New Business

1. Consensus Agenda Items to be voted on

Approval of Minutes of the April 28, 2009 Board Meeting

Approval of Personnel

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

Budget, Points of Pride:

- What is the percentage of students attending Ivy-league schools comparatively from year to year.

Phil Burrows answered that we are consistent with our numbers. Phil will contact the guest to provide this data.

9. **Adjournment**

Motion by Mr. Mendrick, seconded by Mr. Willison, to adjourn the meeting at 8:55p.m.

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